



# **NORFOLK MASSACHUSETTS ANNUAL REPORT - 2024**

### **About the Cover**

The cover photograph of Norfolk's new fire station was taken in early 2025. This new building replaced the former fire station at the same location, 117 Main Street. Completed in 2024, the fire department moved into the new facility in the fall. The landscaping at the new facility will be completed in spring 2025. Dore & Whittier Architects completed the design, and The Vertex Companies was the owner's project manager. We thank the voters for making this energy-efficient, state-of-the-art fire station building possible. We also thank the members of the Fire Station Building Committee for volunteering their time and expertise to this project.

Thank you to Jake Jacobson for this beautiful photograph of Norfolk's magnificent building. Mr. Jacobson can be reached at [jakej15@verizon.net](mailto:jakej15@verizon.net).

TOWN OF NORFOLK  
154<sup>th</sup> ANNUAL REPORT



YEAR ENDING DECEMBER 2024

# *IN MEMORIAM*

*The Town of Norfolk recognizes those who have served the Town of Norfolk as elected officials, committee members, and/or employees and have passed away during 2024. We offer our sincere appreciation for their contributions to the community.*

*Ernest E. Alix, Jr.  
February 25, 2024*

*Marcia A. Johnston  
March 16, 2024*

*Thelma V. Ravinski  
April 1, 2024*

*William H. Slattery  
April 10, 2024*

*Charles R. Brindley  
May 25, 2024*

*George C. Labonte  
August 12, 2024*

*Carol A. Crowley  
September 6, 2024*

*Carol A. Gross  
October 2, 2024*

*Winslow (Butch) Karlson III*  
*November 11, 2024*

*James L. Shruhan*  
*November 17, 2024*

*Louis E. Droste III*  
*November 27, 2024*

*María Connolly*  
*December 13, 2024*

## TABLE OF CONTENTS

Town Officials, Elected.....	1
Town Officials, Appointed.....	1
GENERAL GOVERNMENT	
Select Board .....	6
Town Administrator .....	7
Town Clerk.....	9
Annual Town Election .....	10
State Primaries and State Election .....	11
FINANCES	
Advisory Committee .....	16
Board of Assessors .....	17
Finance Department .....	18
Southeastern Regional Services Group .....	35
Treasurer/Collector .....	36
TOWN MEETING MINUTES	
Annual Town Meeting – May 15.....	38
Special Town Meeting – November 12.....	81
PUBLIC SAFETY	
Animal Control Department.....	120
Fire Department.....	121
Metacomet Emergency Communications Center .....	125
Police Department.....	126
Police Department Activity Report.....	128
Police Detective Division .....	130
EDUCATION, LIBRARY, ARTS	
Cultural Council.....	134
Historical Commission.....	135
King Philip Regional School District .....	137
Norfolk Elementary Schools.....	141
Public Library .....	150
PUBLIC WORKS	
Department of Public Works.....	154
Tree Warden .....	159
FACILITIES MAINTENANCE	
Buildings and Grounds.....	162
PLANNING & DEVELOPMENT	
Building Inspectional/Zoning Enforcement.....	166
Fire Station Building Committee.....	167
Planning Board.....	168
Recreation Commission.....	170
Zoning Board of Appeals.....	171
HUMAN SERVICES	
Board of Health.....	174
Community Preservation Committee .....	176
Council on Aging .....	178
Metacomet Public Health Alliance .....	180
Municipal Affordable Housing Trust.....	182
Veterans’ Services .....	184
NATURAL RESOURCES	
Conservation Commission .....	186
Energy Committee.....	187
Norfolk County Mosquito Control District .....	188

## ELECTED TOWN OFFICIALS

### SELECT BOARD

James Lehan	2025
Anita Mecklenburg	2026
Kevin Roche	2027

### MODERATOR

Jason Talerman	2025
----------------	------

### TOWN CLERK

Carol Greene	2026
--------------	------

### ASSESSORS (BOARD OF)

Deborah Robbins	2025
Patricia Salamone	2026
Anthony Kennedy	2027

### CONSTABLES

Mark Flaherty	2025
Paul Terrio	2026

### HEALTH (BOARD OF)

Elizabeth Gebhard	2025
Kristy Burns	2026
Andrew Bakinowski	2027

### HOUSING AUTHORITY

Elizabeth Lehan	2025
Heidi Compagnone	2026
Robert Shannon (resigned)	2028
Carol Greene (appointed seat)	2025
Sarah Jennings (Tenant Appt.)	2029
Carol Greene - State Appointment (resigned)	
State Appointment (vacant)	

### LIBRARY TRUSTEES

Kenneth Nelson	2025
Jennifer Oliver	2026
Brian Beachkofski	2027

### PLANNING BOARD

Eric Diamond	2025
Gary Sullivan	2025
Melissa Meo	2026
Chad Peck	2026
Christopher Montfort	2027

### RECREATION COMMISSION

Jill Hindley-Lawrence	2025
Robert Taglienti	2025
Kimberly Meehan	2026
Alexander Perry	2026
Christopher Thoman	2027

### SCHOOL COMMITTEE - KING PHILIP REGIONAL

James Lehan	2026
Erik Harmon	2027

### SCHOOL COMMITTEE - NORFOLK

Lisa Sheldon	2025
Grace Lothead	2026
Lauren Vives	2026
Midora Champagne	2027
Peter Svalbe	2027

## APPOINTED TOWN OFFICIALS

### MODERATOR APPOINTMENTS

#### ADVISORY COMMITTEE

Peter (Mike) Gee	2025
David Lutes	2025
Joyce Terrio	2025
Ken Fitzgerald	2026
Robert Garrity	2026
Jonathan Hurwitz	2026
Jason Craig (resigned)	2027
Melissa Cyr	2027
Taiese Hickman	2027
Kevin Kalkut	2027

### BOARD OF HEALTH APPOINTMENTS

#### BOARD OF HEALTH AGENTS

Hilary Cohen	2026
Betsy Fijol	2026
Carol Greene	2026
Edward Nolan	2026
Kerry MacKay	2026
Matt Tanis	2026
Parivallal Thillaigovindan	2026



**HOUSING AUTHORITY TENANT BOARD MEMBER**

Sarah Jennings 2029

**INSPECTOR OF ANIMALS**

Susan Thibedeau 2025

**METROPOLITAN AREA PLANNING COUNCIL**

Richard McCarthy 2026

**MUNICIPAL AFFORDABLE HOUSING TRUST**

Justin Casanova-Davis 2025  
Thomas Collins 2025  
Robert Shannon (resigned) 2025  
Eric Wimer 2025  
Thomas Cleverdon 2026  
R. William Conklin 2026  
Sade Stewart 2026

**MUNICIPAL HEARING OFFICER**

Carol Greene 2025  
Kate O'Brien 2025

**NORFOLK COUNTY ADVISORY BOARD**

Kevin Kalkut 2025

**NORFOLK SCHOOL BUILDING COMMITTEE**

Ingrid Allardi  
Justin Casanova-Davis  
Medora Champagne  
Grace Lochhead  
Michael Lucarello  
Michael Ryan  
Jason Whalen

**PARKING CLERK**

Carol Greene 2025

**REGISTRARS OF VOTERS**

Mary Sharkey – R 2025  
Peg Drisko – D 2026  
Peter Stagg – R 2027  
Carol Greene – U (Town Clerk)

**SOUTH WEST AREA PLANNING COUNCIL**

Richard McCarthy 2025

**STATE ETHICS COMMISSION LIAISON**

Katelyn O'Brien

**TOWN ADMINISTRATOR**

Justin Casanova-Davis 2025

**TOWN COUNSEL**

Harrington Heep LLP 2025

**TREE WARDEN**

Blair Crane 2025

**VETERANS' SERVICES OFFICER**

R. William Conklin 2025

**ZONING BOARD OF APPEALS**

David Axberg 2025  
Christopher Metcalfe 2026  
Josephine Cordahi 2027  
Timothy Martin 2028  
Joseph Sebastiano 2029  
Michael Brogan (Associate) 2025  
Courtney Starling (Associate) 2025

**TOWN ADMINISTRATOR APPOINTMENTS**

**ANIMAL CONTROL OFFICER**

Hilary Cohen

**BUILDING COMMISSIONER/ZONING OFFICER**

Robert Bullock, Jr.

**CHIEF OF POLICE**

Timothy Heinz

**FINANCE DIRECTOR/TOWN ACCOUNTANT**

Todd Lindmark

**FIRE CHIEF**

Erron Kinney

**EMERGENCY MANAGEMENT DIRECTOR**

Edward Nolan

**PUBLIC WORKS DIRECTOR**

Blair Crane

**TOWN CLERK APPOINTMENTS**

**ASSISTANT TOWN CLERK**

Rebecca Tefft

**JOINTLY APPOINTED BOARDS AND COMMITTEES**

**COMMUNITY PRESERVATION COMMITTEE**

Elizabeth Lehan 2025  
(Housing Authority Representative)  
Allen Phinney 2025  
(Conservation Comm. Representative)

Gary Sullivan, II (Planning Board Representative)	2025
Robert Taglienti (Recreation Comm. Representative)	2025
Sam Zeigler (Historical Comm. Representative)	2025
Paul Terrio, Precinct 2 (Select Board Appointment)	2025
Cynthia Andrade, Precinct 3 (Select Board Appointment)	2026
Peter Diamond, Precinct 4 (Select Board Appointment)	2027
Robert Paschke, Precinct 1 (Select Board Appointment)	2027

**JOINT SELECT BOARD CHAIR,  
MODERATOR AND SCHOOL COMMITTEE  
CHAIR APPOINTMENT**

**TRI-COUNTY VOCATIONAL TECHNICAL  
SCHOOL COMMITTEE**  
Brian Mushnick 2026

**DESIGN REVIEW BOARD**

Erin Hunt (Select Board Appointment)	2026
Arien Li (Planning Board Appointment)	2026
Michelle Maheu (Historical Comm. Appointment)	2026
Rob Zodda (Planning Board Appointment)	2027

**MASTER PLAN STEERING COMMITTEE**

(Committee dissolved with the  
adoption of the Master Plan)

Joe Burke (Resident)  
Eric Diamond (Planning Board Member)  
Dan Feyock (Resident)  
Erin Hunt (Resident)  
Jim Lehan (Select Board Representative)  
Melissa Meo (Planning Board Member)  
Chris Montfort (Planning Board Member)  
Chad Peck (Planning Board Member)  
Jen Pittore (Resident)  
Gary Sullivan, II (Planning Board Member)

**JOINT SELECT BOARD AND  
PLANNING BOARD APPOINTMENT**

**PLANNING BOARD, ASSOCIATE MEMBER**

Christian Gustin (resigned)	2025
Gary Searle	2025



# General Government

## SELECT BOARD

We are pleased to provide an overview of the accomplishments and challenges of our community over the past year. We have had some exciting accomplishments as well as some difficult challenges during 2024. Norfolk continues to be a vibrant community, with strong schools, excellent police and fire support, and strong community engagement. Our town could not function without the many volunteers who step forward to volunteer their time and talent to our community.

King Philip Regional School District and the Norfolk Elementary Schools continue to provide our children with a strong educational foundation. One of our challenges going forward is that we have a growing enrollment at the elementary level resulting in a need for additional space. It will take a collaborative effort by community members to find both short-term and long-term solutions that will meet these needs as well be fiscally acceptable to our community.

The new fire station opened its doors in the fall. We now have a state-of-the-art facility that embraces an all-electric approach, ensuring energy efficiency, lower costs, and reduced carbon emissions.

Last year we began an initiative to establish a municipal aggregation energy program. This program is designed to provide our residents with savings centered through utilizing bulk electricity purchasing. This is a voluntary program that has been approved by the State and will be available to all residents early in 2025.

In June, we were informed that the former Bay State Correctional Center was being converted into a migrant shelter that would be housing homeless families. We received no advanced notice and little information about the specifics of the plan and the potential impact to our community. This presented us with a challenge and caused a great deal of concern to our residents. Thus, it began a long and continuing discussion with the State. Our concerns were the impact to public safety and our schools. We met weekly with the State working through the concerns, impacts, and solutions. The shelter remains open in 2025, and to date we have had no public safety issues with the facility. We have had a number of students enter our schools, both King Philip and Norfolk Elementary, and have worked with the State to secure funding for additional teaching staff and a \$250,000 grant for some renovations to Freeman-Kennedy School to help accommodate the additional students. As we begin the new year, we remain diligent as to future policy decisions and the potential impact to our community.

One of the most important duties of the Select Board is to oversee the budget and ensure that we meet the needs of our community in a fiscally responsible manner. We continue to maintain our services and remain within our revenue projections. We have established long-term forecasting to allow the Select Board to anticipate future budgetary challenges. We have taken steps to ensure we maintain a strong fiscal standing with the rating agencies.

Looking forward, we have some exciting opportunities and challenges. The Southwood Hospital redevelopment plan is moving forward which will provide the town with significant commercial revenue. The Master Plan has been completed and will help provide guidance for the future growth of our community. We continue to work closely with our business partners to create a path forward for new development opportunities. Future policy decisions regarding the shelter remain unknown, and we must continue to maintain open communication with the State. If we continue to work together in a collaborative manner with shared views and opinions, we will continue to prosper and remain the truly wonderful community we are.

Jim Lehan, Chair  
Anita Mecklenburg, Vice Chair  
Kevin Roche, Clerk

## **TOWN ADMINISTRATOR**

It is a privilege to submit this report on the major issues and accomplishments of the Town of Norfolk in 2024. Norfolk is a fantastic community, and I appreciate the opportunity to work with the Select Board, our staff, and this community.

### **Management Transitions**

The Town has a talented group of outstanding department heads and Town staff. I am extremely proud to help lead this organization and work with such a great team. The Town of Norfolk should be proud of its Town employees' quality and commitment. Over the course of the year we had three management transitions.

#### Facilities Director

In February, in conjunction with the Norfolk Public Schools Superintendent, I was pleased to appoint Matt Malneritch as the Director of Facilities. Mr. Malneritch had been the long-time Assistant Director of Facilities and served for six months as interim Facilities Director. During this time, Matt exhibited the hard-working and dedicated nature he has always had since coming to the Town.

#### Treasurer-Collector

In October, long-time employee Anne Marie Duggan resigned from her position as Treasurer-Collector. Anne Marie served the Town well for over 17 years, ultimately working her way up within the organization to finally becoming Treasurer-Collector in 2017. Thank you, Anne Marie, for your service to the Town. Finance Director Todd Lindmark recommended Daniel Vicente to become the next Treasurer-Collector, and I was pleased to recommend him to the Select Board. He has hit the ground running, and I look forward to a hopefully long and successful tenure for Dan in his new role.

#### Chief Assessor

In December, Chief Assessor Don Clark resigned from his position as Chief Assessor. Don served in this role for over five years for the Town. I wish him well in his future endeavors and thank him for his service to the Town. Finance Director Todd Lindmark recommended Kris Minshall to become the Chief Assessor, and I was extremely pleased to recommend her to the Select Board. Kris has worked for the Town for over six years and is transitioning from her role as the Assistant Assessor. We are thrilled to have Kris' leadership in the Assessing Department, and I look forward to a successful tenure for her in this new role.

### **Budget**

One of my most important duties as Town Administrator is to devote time to financial and budgetary planning along with the Town's Finance Director, Todd Lindmark. The Town has taken prudent steps to increase its financial standing over the past several years. These steps include increased investments in our stabilization fund, attempting to lower the amount of free cash utilized to balance the operating budget, and conservative budgetary practices. All of these efforts have led to more significant free cash certifications and improved bond ratings, which lowers the cost of borrowing for the Town and, ultimately, taxpayers. In November, certain actions were taken at Town Meeting to allocate over \$1.5 million towards our stabilization fund (\$200,000), OPEB trust fund, and other capital projects, such as the purchase of police vehicles (\$219,500), roadway construction and sidewalk improvements (\$150,000), and over \$550,000 for Norfolk Public Schools for various projects such as technology and curriculum replacement and the replacement of various facilities related mechanical units.

At the May Town Meeting, Town Meeting approved a balanced budget that included over \$800,000 in ARPA and other one-time sources of funds to help balance the budget. Larger than usual increases in retirement, health care, and school assessment costs, along with increased regional dispatch costs due to grant funding expiring, led to the requirement that another large use of one-time sources of funds be utilized to balance the budget. I must highlight that the use of non-recurring sources of revenue to balance a budget can exacerbate budgetary challenges for forthcoming budgets, and we will continue to monitor and implement prudent financial planning for future budgets. Future budgetary challenges that the Town will have to

grapple with will be funding the Tri-County Regional Vocational Technical High School project that voters voted to move forward with in 2023, a potential school expansion project, and continued growth in operational budget expenses.

This year, we started our budget process several months early by releasing a financial forecast that looks at the Town's finances over a five-year period. In February, our finance team and I will begin developing an annual budget to present before the Select Board. The Town faces significant budgetary challenges, such as growing school enrollments that lead to increased assessments and requests from our educational partners, increased fixed costs associated with benefits for staff such as health care, and other miscellaneous pressures associated with operating budgets.

### **Strategic and Capital Planning**

The Town faces several important major capital projects and other strategic decisions regarding infrastructure and development within the Town in the forthcoming years. These include the Tri-County Regional Vocational Technical School Building project, which received voter approval in October 2023, as well as a potential expansion of the Freeman-Kennedy School to address student enrollment concerns, which Town Meeting allocated an additional \$150,000 in free cash funds for further feasibility study work. A debt exclusion vote is scheduled for February 2025 to consider whether to move forward with the school expansion project.

One of the significant projects that the Town progressed with this year and substantially completed is the construction of a new Fire Station. Over the course of this year, the project made significant progress and has reached substantial completion. The remaining work for the project is focused on landscaping and other small miscellaneous work that could not be completed during the winter months. It is anticipated that all remaining work will be completed by May. The Fire Station Building Committee annual report contains more information about the project. I once again commend the impressive group of individuals and Town staff who have invested considerable time and work to try to make this project as successful as possible. Ultimately, it is expected that this project will return a significant amount of funds allocated towards the project back to the Town and taxpayers, and I am proud to have worked with this group to help make that possible and ensure that this project is completed successfully for the Town.

Finally, the Town made significant progress with the redevelopment of the Southwood Hospital (111 Dedham Street) site. This project is a major project that the Town has grappled with for many years. I am proud to say that Town Meeting in November 2024 overwhelmingly voted to support zoning changes that will help this project move forward with a design that will help us clean up the contaminated site, potentially bring over \$1 million in new revenue for the Town, create jobs, and positively impact our local economy. The Town will continue to work with GFI Partners to ensure that we move forward with this project for the benefit of the community.

### **Conclusion and Thank You**

I am thankful for the leadership of the Select Board, the support and collaboration among our department heads, including School Superintendent Ingrid Allardi and our regional school partners, Superintendent Rich Drolet at the King Philip Regional School District, and Superintendent Karen Maguire at the Tri-County Regional Vocational Technical High School. I am thankful for all of the employees within our organization and the fantastic service they deliver to the Town. Finally, I am immensely thankful for the excellent staff within the Select Board's office. I am supported by Judith Lizardi and Amanda Johanns, who serve as Executive Assistants to the Town Administrator and Select Board, respectively. I am also supported by Kate O'Brien, who serves as Assistant Town Administrator/Human Resources Director. All these individuals are talented and committed employees of the Town and help me immensely. I could not do my job effectively without their talent, dedication, and commitment to public service.

Respectfully submitted,

Justin Casanova-Davis  
Town Administrator

## TOWN CLERK

### VITAL STATISTICS

#### Births: 100

Boys – 56

Girls - 44

#### Marriages

18 marriage licenses were processed in 2024

#### Deaths

##### January:

Neal Hunt, Thomas Lux, Laurie Denson,  
Norman Fontaine

##### February:

Harvey Ford, Marie Smokovich, Huguette Roy,  
Susana Brown, Patricia Bell, Joseph Montella,  
John Sullivan, Karen Ferri, David Recht,  
Ernest Alix, Richard Mandoni

##### March:

Frank Grover, Peter Royston, William Roberts,  
Ruben Moreno, Marcia Johnston,  
Claire Cameron, Trudy Cameron,  
Antonio Biscaia, Edward Ross, Marjorie Foster

##### April:

Thelma Ravinski, Andrew Mather,  
William Slattery

##### May:

Kym Peterson, Daniel McDonnell,  
Adelade Marcionette, Michael Gage,  
Darnell Dyer, Dorothy Kane, William Berry,  
Isabel Keough, Charles Brindley, Floyd Alpher

##### June:

Edmond Daley, Robena Meda

##### July:

Steven Miles, Mary Shearns, Richard Peristere,  
Sheila Daley

##### August:

Paul Worsley, Evan Butler, Frederick Dubois,  
Mary Shaheen, Elizabeth Warnick, Eric Braun,  
Debra Thfault

##### September:

Alfred Lafave, Agnes Plewe, Carol Crowley,  
Helen Lafave

##### October:

Pamela Marshall, Christopher Norman,  
Adam Awed, Patricia Enright, George Shackley,  
Ross Simon, Jwainus Perry

##### November:

Kenneth Miline, Sheila Rand, James Shruhan,  
John Payton, Sharon Sabbatino, Matthew Molloy

##### December:

Richard Peterson, Maria Connolly,  
Robert Bumpus, Leo McCarthy Jr.

### VOTER REGISTRATION

As of December 31, 2024, there are 8,108 registered voters in the Town of Norfolk.

**Republican – 1,108 voters**

**Democrat – 1,461 voters**

**Unenrolled (Independent) – 5,504 voters**

**Other – 35 voters**

**ANNUAL TOWN ELECTION**  
**May 7, 2024**  
**Official Results**  
**Total Ballots Cast: 1,072**

Select Board	
Chad Peck	498
Kevin Roche	543
Blank	30
Write In	1
<b>Total</b>	<b>1072</b>
Assessor	
Anthony Kennedy	785
Blank	283
Write In	4
<b>Total</b>	<b>1072</b>
Board of Health	
Andrew Bakinowski	812
Blank	255
Write In	5
<b>Total</b>	<b>1072</b>
KP School Committee	
Eric Harmon	774
Blank	296
Write In	2
<b>Total</b>	<b>1072</b>

Library Trustee	
Brian Beachkofski	763
Blank	306
Write In	3
<b>Total</b>	<b>1072</b>
Norfolk School Committee	
Medora Champagne	565
Taiese Hickman	414
Peter Svalbe	719
Blank	439
Write In	7
<b>Total</b>	<b>2144</b>
Planning Board	
Christopher Montfort	784
Blank	280
Write In	8
<b>Total</b>	<b>1072</b>
Recreation Commission	
Christopher Thoman	791
Blank	280
Write In	1
<b>Total</b>	<b>1072</b>

**STATE PRIMARY**  
**March 5, 2024**  
**Official Results**

**Registered Voters: 7,967; Total Ballots Cast: 2,836; Voter Percentage: 35.60%**

<b>DEMOCRAT</b>	
<b>Presidential Preference</b>	
Dean Phillips	52
Joseph R. Biden	914
Marianne Williamson	38
No Preference	66
Blank	3
Write Ins	28
Totals	1101
<b>State Committee Man</b>	
John K. Bowman	843
Blank	254
Write Ins	4
Totals	1101
<b>State Committee Woman</b>	
Rebecca L. Rausch	893
Blank	199
Write Ins	9
Totals	1101
<b>Town Committee</b>	
Group 1	580
Birch Henry Duggins-Wharf	604
Kevin Kalkut	764
John K. Bowman	643
Sandra Ann Kimball	635
Glenn Charles Hill	613
Christian Bowman-Colin	605
Brian Beachkofski	619
Melissa Meo	624
Susan S Savoy	645
Lucy F. Bullock-Sieger	625
Marvin David Jacobson	610
Group 2	354
David Michael Rosenberg	416
Daniel L. Fallon	380
Margaret M. Callahan	423
William Biscaia	377
Margaret Jean Drisko	221
Write Ins	24
Alison Lutes	1
Paula Green	7
Connie Kearins	7
Richard Delanders	2
Heather Pendergast	1
Nathaniel McCarthy	1
Glen Ilaqua	4
Wil Haddad	1
<b>LIBERTAIRIAN</b>	
<b>Presidential Preference</b>	
Jacob George Hornberger	5
Michael D. Rectenwald	0
Chase Russell Oliver	9
Michael Ter Maat	0
Lars Damian Mapstead	1
No Preference	8
Blank	1
Write Ins	1
Totals	25
<b>State Committee Man</b>	
Peter C. Everett	23
Blank	2
Write Ins	0
Totals	25
<b>State Committee Woman</b>	
Christina Crawford	23
Blank	2
Write Ins	0
Totals	25
<b>Town Committee</b>	
Blank	250
Write Ins	0

<b>REPUBLICAN</b>	
<b>Presidential Preference</b>	
Chris Christie	21
Ryan Binkley	1
Vivek Ramaswamy	12
Asa Hutchinson	0
Donald J. Trump	825
Ron DeSantis	14
Nikki Haley	805
No Preference	18
Blank	2
Write Ins	12
Totals	1710
<b>State Committee Man</b>	
Eric Calton	899
Andrew E. Johanson	432
Blank	371
Write Ins	8
Totals	1710
<b>State Committee Woman</b>	
Maureen Maloney	350
Amanda Joan Peterson	995
Blank	352
Write Ins	13
Totals	1710
<b>Town Committee</b>	
Group 1	701
Patricia S. Saint Aubin	839
William E. McGoldrick	881
Ralph M. Greggs	778
Robert J. Garrity	961
Gregory L. Mirliss	842
Write Ins	33
William Crane	1
Aubrey McKinny	1
Ron Keyes	1
Kevin Sager	1
Ed Haddad	1
Beth Vallee	1
Nick Dadasis	1
Christian Dadasis	1
Peter Dadasis	1
Aaron Wilkinson	1
Noah Ray	1
Marc McClusky	1
David Lutes	1
Colin Steck	1
Alex Stock	1
Chad Peck	1
Matthew G. Flynn	1
Chris Wider	1
Vernon Carloni	1
Kevin Pendergast	1
Lily Pendergast	1
Gerald Pendergast	1
Tim Holmes	1
"Other"	10

**STATE PRIMARY**  
**September 3, 2024**  
**Official Results**

<b>Democrat - 1,074 Ballots Cast</b>	
<b>Senator in Congress</b>	
Elizabeth Ann Warren	979
Blank	91
Write In	4
<b>Representative in Congress</b>	
Jake Auchincloss	988
Blank	85
Write in	1
<b>Councillor</b>	
Tamisha L Civil	348
Muriel Elaine Kramer	265
Sean Murphy	159
David S Reservitz	147
Blank	154
Write In	1
<b>Senator in General Court</b>	
Rebecca L Rausch	939
Blank	131
Write In	4
<b>Representative in General Court</b>	
Kevin C Kalkut	973
Blank	101
Write In	0
<b>Clerk of Courts</b>	
Robert L Jubinville	555
Walter F Timilty	373
Blank	146
Write In	0
<b>Register of Deeds</b>	
William Patrick O'Donnell	811
Noel Dibona	157
Blank	105
Write In	1
<b>County Commissioner</b>	
Joseph P Shea	768
Richard R Staiti	650
Blank	727
Write In	3
Write In	0

<b>Republican - 716 Ballots Cast</b>	
<b>Senator in Congress</b>	
Robert J Antonellis	128
Ian Cain	52
John Deaton	519
Blank	17
Write In	0
<b>Representative in Congress</b>	
Blank	698
Write In	18
<b>Councillor</b>	
Francis T Crimmins Jr	533
Blank	182
Write In	1
<b>Senator In General Court</b>	
Blank	608
Write In Dashe Videira	103
Write In	5
<b>Representative in General Court</b>	
Marcus S Vaughn	630
Blank	86
Write In	0
<b>Clerk of Courts</b>	
Blank	710
Write In	6
<b>Register of Deeds</b>	
Blank	711
Write In	5
<b>County Commissioner</b>	
Blank	1424
Write In	8
Write In	0

<b>Libertarian - 7 Ballots Cast</b>	
<b>Senator In Congress</b>	
Blank	1
Write In	6
<b>Representative in Congress</b>	
Blank	4
Write In	3
<b>Councillor</b>	
Blank	4
Write In	3
<b>Senator In General Court</b>	
Blank	3
Write In	4

<b>Libertarian <i>continued</i></b>	
<b>Representative in General Court</b>	
Blank	3
Write In	4
<b>Clerk of Courts</b>	
Blank	3
Write In	4
<b>Register of Deeds</b>	
Blank	3
Write In	4
<b>County Commissioner</b>	
Blank	6
Write In	8
Write In	0

**STATE ELECTION**  
**November 5, 2024**  
**Official Results**  
**Total Ballots Cast: 6,891**

<b>PRESIDENT &amp; VICE PRESIDENT</b>	
Ayyadurai & Ellis	27
De La Cruz & Garcia	7
Harris & Walz	3895
Oliver & Ter Maat	32
Stein & Caballero-Roca	34
Trump & Vance	2743
Write In	48
Sonski-Onak	3
Blank	102
Total	6891
<b>SENATOR IN CONGRESS</b>	
Elizabeth Ann Warren	3383
John Deaton	3369
Write In	2
Blank	137
Total	6891
<b>REPRESENTATIVE IN CONGRESS</b>	
Jake Auchincloss	4668
Write In	64
Sada Fadel	2
Blank	2157
Total	6891
<b>COUNCILLOR</b>	
Tamisha L Civil	3132
Francis T Crimmins Jr	3140
Write In	1
Blank	618
Total	6891
<b>SENATOR IN GENERAL COURT</b>	
Rebecca L Rausch	3428
Dashe M Videira	3045
Write In	7
Blank	411
Total	6891
<b>REPRESENTATIVE IN GENERAL COURT</b>	
Marcus S Vaughn	3347
Kevin C Kalkut	3305
Write In	2
Blank	237
Total	6891

<b>CLERK OF COURTS</b>	
Walter F Timilty	4701
Write In	46
Blank	2144
Total	6891
<b>REGISTER OF DEEDS</b>	
William Patrick O'Donnell	4745
Write In	34
Blank	2112
Total	6891
<b>COUNTY COMMISSIONER</b>	
Joseph P Shea	4072
Richard R Staiti	3266
Write In	39
Blank	6405
Total	13782
<b>Question 1 - Audit Legislature</b>	
Yes	4852
No	1613
Blank	426
Total	6891
<b>Question 2 - MCAS Grad Requirement</b>	
Yes	3680
No	3056
Blank	155
Total	6891
<b>Question 3 - Union Drivers (Lyft/Uber)</b>	
Yes	2932
No	3599
Blank	360
Total	6891
<b>Question 4 - Psychadelic Substances</b>	
Yes	2596
No	4068
Blank	227
Total	6891
<b>Question 5 - Tips for Workers</b>	
Yes	1688
No	4994
Blank	209
Total	6891





# Finances

## ADVISORY COMMITTEE

The Advisory Committee consists of nine members appointed by the Town Moderator. The Advisory Committee is a statutory committee that is required to submit the municipal budget to Town Meeting. Under Norfolk's General Bylaws, the Advisory Committee is responsible for presenting recommendations on all Town Meeting warrant articles and preparing the motions therefor.

Committee members are concerned citizens with a strong interest in the workings of town government. The Committee's members come from a variety of professional disciplines and each member has experience in the consideration of financial and other matters that may affect municipal governance.

During the winter and spring, the Advisory Committee receives the Select Board's budget proposal and holds public meetings to review this proposal with various town departments and boards. The Committee then makes recommendations on the various articles for presentation to the Annual Town Meeting. The Advisory Committee's recommendations on the budget and other warrant articles are mailed to all registered voters. In addition, the Advisory Committee meets to review the proposed articles for Fall Town meeting, which will include capital expenditures proposals as well as changes to Town bylaws.

Each year the Advisory Committee sets aside a sum of money in the Annual Budget which is known as the reserve. The amount of the reserve is currently \$50,000. During the fiscal year, if a municipal department encounters an "extraordinary and unforeseen expense," it can appeal to the Advisory Committee for a transfer from the reserve. Departments under the Select Board must first secure their approval on the request form before approaching the Advisory Committee.

### Advisory Committee Members

David Lutes, Chair	2025
Jonathan Hurwitz, Vice Chair	2026
Ken Fitzgerald, Clerk	2026
Joyce Terrio	2025
Mike Gee	2025
Rob Garrity	2026
Taiese Hickman	2027
Melissa Cyr	2027
Kevin Kalkut	2027

## **BOARD OF ASSESSORS**

The Assessor's Office went through an interim certification with the Department of Revenue's Bureau of Local Assessment throughout 2024. Data quality along with all cost and depreciation tables, land schedules, income and expense analysis and personal property asset valuations were reviewed.

The sales that occurred in calendar year 2023 were inspected during calendar year 2024 in preparation of setting FY25 values.

The average residential assessment for single-family homes is \$709,543 for FY25. This number was set at the Classification Hearing in November 2024. The total value for all taxable property in Norfolk for FY25 was \$2,715,607,682. The total value for all taxable property in Norfolk for FY24 was \$2,624,410,515.

The tax rate for FY24 was \$15.57. The tax rate for FY25 was set at the Classification Hearing in November 2024 and is \$15.97 per \$1,000 for all classes of property in Norfolk.

The Board of Assessors said goodbye to Chief Assessor Don Clarke in December 2024 as he headed off for a new adventure and were glad to promote Assistant Assessor Kris Minshall to the Chief Assessor position.

The assessing department continues to be responsible for inspection of all building permits, sales verifications and cyclical as well as the administration of property tax exemptions for qualifying seniors, disabled veterans, surviving spouses, and blind persons. They are also responsible for the commitments and administration of real estate, personal property, and motor vehicle excise tax bills and abatements. Information relative to real estate exemptions or excise abatements is available through the office or on our website.

Board of Assessors  
Debbie Robbins, Chair  
Patricia Salamone, Member  
Anthony Kennedy, Member

## FINANCE DEPARTMENT

Fiscal 2024 was a very active and productive year for the Finance Department. One of the major accomplishments included the crafting, balancing, and approving of the FY25 operating budget within identified available recurring revenues while maintaining service levels across all Town of Norfolk departments. The operating budget came in at \$52.93M, a 5.3% increase over FY24 and was passed at the Annual Town Meeting unchanged as presented.

An FY24 audit of the Town's financial records was successfully completed by Roselli, Clark & Associates in accordance with generally accepted auditing standards and determined there were no material weaknesses. The Town of Norfolk has addressed all of the prior year management comments and is implementing recommendations made by the auditors. Through careful budget management by Town department heads, the Town of Norfolk had free cash certified as of June 30, 2024, in the amount of \$3,287,426.

At the Annual Town Meeting in May, departmental budget transfers were approved to assist in addressing the deficit in snow and ice expenses of \$44,838. Additionally, the Town had transfers of \$8,624 and \$9,565, respectively, to cover the increased expenses for Norfolk Agricultural School assessment and Norfolk Public School return of PPE monies not used.

The Special Town Meeting in November 2024 authorized department transfers in the amount of \$493,889. The Town voted to approve the funding of both the Other Post-Employment Benefits and stabilization funds of \$25,000 and \$200,000, respectively. As part of the transfer was an amount of \$38,000 (\$18,514.25 from Opioid Stabilization and balance of 19,485.75 from free cash) to be utilized by the Select Board's office as part of the opioid settlement the Town received. In addition, we had department transfers for Land Use legal expense (\$10,000), Assessors five (5) year revaluation (\$51,800), Norfolk Public Schools additional State Aid (\$69,089), and the School implementation of the ELA Curriculum (\$100,000).

There were several capital budget requests that were completed at the Special Town Meeting including the replacement of carpeting at the library at an amount of \$35,000. The facilities department will be implementing ADA compliance on a long list of items throughout the town with a budget provide of \$25,000 to start this process. The fire department received an allocation of \$10,000 to go towards the purchase of lithium-ion battery mitigation equipment to help combat fires related to those items. As part of the capital plan, Information Technology will procure additional desktops, printers, and licenses for \$45,000. The land use department will be procuring the services to help scanning files located within their offices, at an amount of \$35,000, to be able to better access and store the multitude of papers, maps, plans, etc. Norfolk Public Schools were provided with \$70,000 to replace their emergency broadcast service consoles at each of the schools due to the current consoles being aged out and no longer able to receive updates or replacement parts. The school will also have \$30,000 to help improve their overall technology needs as part of their technology request for computers, printers, or other related equipment. H. Olive Day School will be procuring a new boiler and has been allocated \$265,000. At the Freeman-Kennedy School the water heater will be replaced, and that was allocated \$85,000 to complete the project. The Police Department, as part of the capital improvement plan and these requests, will be procuring two (2) new police cruisers and an administrator's vehicle for \$219,500. The Department of Public Works also has three capital requests being fulfilled for an office ceiling improvements/repairs of \$10,000, Mirror Lake dike and dam mitigation monies of \$100,000, and various roadway and sidewalk repairs for \$150,000. Lastly, the recreation department will be restoring baseball/softball fields with an allocation of \$10,000.

Included with the Town Accountant's report is a copy of the Fiscal Year 2024 Town of Norfolk's general fund operating budgets.

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

I would like to thank Tracy Davis for her support and tireless dedication throughout the year as she continues to help make a difference. I would also like to thank Robyn MacDougall as she continues to provide the support that this office needs. Thank you.

Respectfully submitted,

Todd Lindmark  
Finance Director/Town Accountant

ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFR/ADJMT	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE	AVAILABLE BUDGET	% USED
SELECTBOARD FULL TIME SALARIES	314,800.00	0.00	314,800.00	310,386.98	0.00	4,413.02	98.6
<b>011221 SELECTBOARD/TOWN ADM SA</b>	<b>314,800.00</b>	<b>0.00</b>	<b>314,800.00</b>	<b>310,386.98</b>	<b>0.00</b>	<b>4,413.02</b>	<b>98.60</b>
SELECTBOARD COPY MACH EXPENSE	9,200.00	0.00	9,200.00	7,450.29	0.00	1,749.71	81.00
SELECTBOARD POSTAGE	650.00	0.00	650.00	361.98	0.00	288.02	55.70
SELECTBOARD PRINT & ADVERTISE	1,850.00	0.00	1,850.00	557.01	0.00	1,292.99	30.10
SELECTBOARD OFFICE SUPPLIES	3,250.00	0.00	3,250.00	2,476.77	0.00	773.23	76.20
SELECTBOARD IN STATE TRAVEL	0.00	0.00	0.00	1,095.00	0.00	(1,095.00)	100.00
SELECTBOARD DUES & MEMBERSHIPS	7,000.00	0.00	7,000.00	5,577.40	0.00	1,422.60	79.70
SELECTBOARD MISCELLANEOUS	5,400.00	0.00	5,400.00	5,277.78	0.00	122.22	97.70
SM/TA OFFICE - OPIOID EXPENSES	0.00	20,000.00	20,000.00	20,000.00	0.00	0.00	100.00
<b>011222 SELECTBOARD/TOWN ADM EX</b>	<b>27,350.00</b>	<b>20,000.00</b>	<b>47,350.00</b>	<b>42,796.23</b>	<b>0.00</b>	<b>4,553.77</b>	<b>90.40</b>
SELECTBOARD TA ENCUMBRANCE	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
<b>011226 SELECTBOARD/TOWN ADMIN</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>
FIN DEPART FULL TIME SALARIES	722,131.00	0.00	722,131.00	716,963.36	0.00	5,167.64	99.30
<b>011301 FIN DEPART SALARIES</b>	<b>722,131.00</b>	<b>0.00</b>	<b>722,131.00</b>	<b>716,963.36</b>	<b>0.00</b>	<b>5,167.64</b>	<b>99.30</b>
FIN DEPART CONSULTING	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00
FIN DEPART POSTAGE	17,000.00	0.00	17,000.00	19,021.02	0.00	(2,021.02)	111.90
FIN DEPART ACCOUNTING EXP	56,700.00	0.00	56,700.00	35,341.59	0.00	21,358.41	62.30
AUDIT EXPENSE	35,000.00	0.00	35,000.00	33,500.00	0.00	1,500.00	95.70
FIN DEPART MUNIS ACCOUNTING	59,000.00	0.00	59,000.00	57,709.84	0.00	1,290.16	97.80
FIN DEPART FIXED ASSET ACCT	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00
GASB 45 OPEB SERVICES	4,500.00	0.00	4,500.00	4,250.00	0.00	250.00	94.40
FIN DEPART - BANKING SERVICES	4,000.00	0.00	4,000.00	1,599.27	0.00	2,400.73	40.00
FIN DEPART OFFICE SUPPLIES	15,000.00	0.00	15,000.00	12,534.58	0.00	2,465.42	83.60
FIN DEPART IN STATE TRAVEL	500.00	0.00	500.00	890.63	0.00	(390.63)	178.10
DUES/WORKSHOPS/CONF FEES	8,000.00	0.00	8,000.00	5,356.57	309.27	2,334.16	70.80
MEETINGS TRAVEL EXP	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
FIN DEPART MISCELLANEOUS	1,000.00	0.00	1,000.00	1,232.48	0.00	(232.48)	123.20
<b>011302 FIN DEPART EXPENSES</b>	<b>205,700.00</b>	<b>0.00</b>	<b>205,700.00</b>	<b>171,435.98</b>	<b>309.27</b>	<b>33,954.75</b>	<b>83.50</b>
ADV BOARD FULL TIME SALARIES	6,000.00	0.00	6,000.00	6,000.00	0.00	0.00	100.00
<b>011311 ADVISORY BOARD SALARIES</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
ADV BOARD OFFICE SUPPLIES	2,000.00	0.00	2,000.00	463.80	0.00	1,536.20	23.20
ADV BOARD MISCELLANEOUS	4,000.00	0.00	4,000.00	4,198.67	0.00	(198.67)	105.00
<b>011312 ADVISORY BOARD EXPENSES</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>	<b>4,662.47</b>	<b>0.00</b>	<b>1,337.53</b>	<b>77.70</b>
ADVISORY BOARD RESERVE ACCT	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00
<b>011322 ADVISORY BOARD RESERVE</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>
ASSESSORS MISCELLANEOUS	2,000.00	0.00	2,000.00	2,766.71	0.00	(766.71)	138.30
ASSESSORS REVALUATION	7,000.00	0.00	7,000.00	8,920.00	0.00	(1,920.00)	127.40
<b>011412 ASSESSORS EXPENSES</b>	<b>9,000.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>11,686.71</b>	<b>0.00</b>	<b>(2,686.71)</b>	<b>129.90</b>
TOWN COUNSEL LEGAL FEES	110,000.00	0.00	110,000.00	101,121.26	0.00	8,878.74	91.90
<b>011512 TOWN COUNSEL EXPENSES</b>	<b>110,000.00</b>	<b>0.00</b>	<b>110,000.00</b>	<b>101,121.26</b>	<b>0.00</b>	<b>8,878.74</b>	<b>91.90</b>
PERS BOARD FULL TIME SALARIES	118,375.00	0.00	118,375.00	119,428.20	0.00	(1,053.20)	100.90
<b>011521 PERSONNEL BOARD SALARIE S</b>	<b>118,375.00</b>	<b>0.00</b>	<b>118,375.00</b>	<b>119,428.20</b>	<b>0.00</b>	<b>(1,053.20)</b>	<b>100.90</b>
PERS BOARD OFFICE SUPPLIES	650.00	0.00	650.00	356.30	0.00	293.70	54.80
PERS BOARD MISCELLANEOUS	0.00	0.00	0.00	2,262.69	0.00	(2,262.69)	100.00
<b>011522 PERSONNEL BOARD EXPENSE</b>	<b>650.00</b>	<b>0.00</b>	<b>650.00</b>	<b>2,618.99</b>	<b>0.00</b>	<b>(1,968.99)</b>	<b>402.90</b>
INFO TECH SALARIES	157,318.00	0.00	157,318.00	128,902.20	0.00	28,415.80	81.90
<b>011551 INFORMATION TECHNOLOGY</b>	<b>157,318.00</b>	<b>0.00</b>	<b>157,318.00</b>	<b>128,902.20</b>	<b>0.00</b>	<b>28,415.80</b>	<b>81.90</b>
INFORMATION TECHNOLOGY EXPENSE	170,340.00	0.00	170,340.00	144,761.44	0.00	25,578.56	85.00
<b>011552 INFORMATION TECHNOLOGY</b>	<b>170,340.00</b>	<b>0.00</b>	<b>170,340.00</b>	<b>144,761.44</b>	<b>0.00</b>	<b>25,578.56</b>	<b>85.00</b>
TAX TITLE FORECLOSURE MISCELLA	15,000.00	0.00	15,000.00	14,970.94	0.00	29.06	99.80
<b>011582 TAX TITLE FORECLOSURE E</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>14,970.94</b>	<b>0.00</b>	<b>29.06</b>	<b>99.80</b>
TOWN CLERK FULL TIME SALARIES	141,475.00	0.00	141,475.00	140,933.04	0.00	541.96	99.60
<b>011611 TOWN CLERK SALARIES</b>	<b>141,475.00</b>	<b>0.00</b>	<b>141,475.00</b>	<b>140,933.04</b>	<b>0.00</b>	<b>541.96</b>	<b>99.60</b>
TOWN CLERK OFFICE SUPPLIES	10,356.00	3,400.00	13,756.00	13,521.58	0.00	234.42	98.30
<b>011612 TOWN CLERK EXPENSES</b>	<b>10,356.00</b>	<b>3,400.00</b>	<b>13,756.00</b>	<b>13,521.58</b>	<b>0.00</b>	<b>234.42</b>	<b>98.30</b>
ELECTIONS FULL TIME SALARIES	11,950.00	0.00	11,950.00	10,537.72	0.00	1,412.28	88.20
<b>011621 ELECTIONS SALARIES</b>	<b>11,950.00</b>	<b>0.00</b>	<b>11,950.00</b>	<b>10,537.72</b>	<b>0.00</b>	<b>1,412.28</b>	<b>88.20</b>
ELECTIONS MISCELLANEOUS	32,620.00	0.00	32,620.00	32,598.76	0.00	21.24	99.90
<b>011622 ELECTIONS MISCELLANEOUS</b>	<b>32,620.00</b>	<b>0.00</b>	<b>32,620.00</b>	<b>32,598.76</b>	<b>0.00</b>	<b>21.24</b>	<b>99.90</b>
OFFICE SUPPLIES	4,100.00	0.00	4,100.00	3,353.00	0.00	747.00	81.80
DUES/WORKSHOPS/CONF FEES	3,000.00	0.00	3,000.00	1,555.52	0.00	1,444.48	51.90
CONNECT CTY	6,500.00	0.00	6,500.00	3,000.00	0.00	3,500.00	46.20
<b>011702 LAND USE DEPARTMENT EXP</b>	<b>16,600.00</b>	<b>0.00</b>	<b>16,600.00</b>	<b>10,411.49</b>	<b>0.00</b>	<b>6,188.51</b>	<b>62.70</b>
EQUIPMENT REPAIR AND MAINT	750.00	0.00	750.00	0.00	0.00	750.00	0.00

<b>011712 CONSERVATION COMM EXPEN</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.00</b>
PLAN BOARD TECHNICAL ASSISTANC	15,000.00	0.00	15,000.00	14,351.70	0.00	648.30	95.70
<b>011752 PLANNING BOARD EXPENSES</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>14,351.70</b>	<b>0.00</b>	<b>648.30</b>	<b>95.70</b>
LEGAL FEES	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
<b>011762 ZONING/APPEALS BOARD EX</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>
TOWN HALL FIRE ALARM TEST	1,697.00	0.00	1,697.00	500.00	0.00	1,197.00	29.50
TOWN HALL SPRINKLER SYS TEST	1,287.50	0.00	1,287.50	966.00	0.00	321.50	75.00
DEFIBRILLATOR	300.00	0.00	300.00	255.00	0.00	45.00	85.00
TOWN HALL FIRE EXTING TESTING	618.00	0.00	618.00	443.84	0.00	174.16	71.80
TOWN HALL BLDNG MAINT	17,600.00	6,346.83	23,946.83	13,052.98	0.00	10,893.85	54.50
TOWN HALL PLUMBING MAINT	3,150.00	0.00	3,150.00	874.06	0.00	2,275.94	27.70
TOWN HALL ELECTRICAL MAINT	4,000.00	0.00	4,000.00	3,460.47	0.00	539.53	86.50
TH SPRINKLER SYSTEM REPAIRS	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00	0.00
TH SEPTIC REPAIRS & MAINT	875.50	0.00	875.50	525.00	0.00	350.50	60.00
TOWN HALL CLEAN SUPPLIES	3,090.00	0.00	3,090.00	2,003.51	0.00	1,086.49	64.80
TOWN HALL TELEPHONE	15,120.00	0.00	15,120.00	17,538.80	0.00	(2,418.80)	116.00
TOWN HALL PEST CONTROL	840.00	0.00	840.00	760.00	0.00	80.00	90.50
TOWN HALL OIL	20,700.00	0.00	20,700.00	11,331.30	0.00	9,368.70	54.70
TOWN HALL WATER	2,100.00	0.00	2,100.00	1,784.84	0.00	315.16	85.00
TOWN HALL ELEVATOR SERVICE	4,500.00	7,345.00	11,845.00	12,070.78	0.00	(225.78)	101.90
TOWN HALL HVAC SERVICE	7,000.00	0.00	7,000.00	3,914.48	0.00	3,085.52	55.90
TH HVAC MAINTENANCE SUPPLIES	6,600.00	180.48	6,780.48	315.48	0.00	6,465.00	4.70
TOWN HALL MISCELLANEOUS	0.00	0.00	0.00	384.37	0.00	(384.37)	100.00
<b>011902 TOWN HALL FAC MAN</b>	<b>96,478.00</b>	<b>13,872.31</b>	<b>110,350.31</b>	<b>70,180.91</b>	<b>0.00</b>	<b>40,169.40</b>	<b>63.60</b>
O.T.H. BLDNG MAINT	1,200.00	0.00	1,200.00	366.00	0.00	834.00	30.50
<b>011903 OLD TOWN HALL FAC MAN</b>	<b>1,200.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>366.00</b>	<b>0.00</b>	<b>834.00</b>	<b>30.50</b>
DPW FIRE EXTINGUISHER TESTING	412.00	0.00	412.00	1,341.77	0.00	(929.77)	325.70
DPW EQUIPMENT REPAIR AND MAINT	15,900.00	0.00	15,900.00	15,737.89	0.00	162.11	99.00
DPW PLUMBING MAINTENANCE	4,000.00	0.00	4,000.00	3,492.46	0.00	507.54	87.30
DPW ELECTRICAL MAINTENANCE	5,000.00	0.00	5,000.00	1,521.57	0.00	3,478.43	30.40
DPW SEPTIC REPAIRS & MAINTENAN	2,100.00	0.00	2,100.00	1,725.00	0.00	375.00	82.10
CLEANING SUPPLIES	3,000.00	0.00	3,000.00	1,986.22	0.00	1,013.78	66.20
DPW PEST CONTROL	400.00	0.00	400.00	0.00	0.00	400.00	0.00
DPW OIL	19,550.00	70.09	19,620.09	10,763.90	0.00	8,856.19	54.90
PROPANE	0.00	0.00	0.00	4,895.17	0.00	(4,895.17)	100.00
DPW GENERATOR MAINTENANCE	1,200.00	0.00	1,200.00	2,350.00	0.00	(1,150.00)	195.80
DPW HVAC SERVICE CONTRACT	7,625.00	0.00	7,625.00	2,869.99	0.00	4,755.01	37.60
DPW HVAC MAINTENANCE SUPPLIES	4,200.00	0.00	4,200.00	2,040.26	0.00	2,159.74	48.60
<b>011904 DPW BUILDING FAC MAN</b>	<b>63,387.00</b>	<b>70.09</b>	<b>63,457.09</b>	<b>48,724.23</b>	<b>0.00</b>	<b>14,732.86</b>	<b>76.80</b>
COA FIRE ALARM TEST	1,500.00	0.00	1,500.00	727.11	0.00	772.89	48.50
COA SPRINKLER SYS TEST	1,750.00	0.00	1,750.00	1,231.86	0.00	518.14	70.40
COA DEFIBRILLATOR	500.00	0.00	500.00	382.50	0.00	117.50	76.50
COA FIRE EXTING TESTING	600.00	0.00	600.00	0.00	0.00	600.00	0.00
COA BLDNG MAINT	7,150.00	0.00	7,150.00	12,351.95	0.00	(5,201.95)	172.80
COA PLUMBING MAINT	2,575.00	0.00	2,575.00	1,733.12	0.00	841.88	67.30
COA ELECTRICAL MAINT	2,500.00	4,771.00	7,271.00	5,859.17	0.00	1,411.83	80.60
COA SPRINKLER SYSTEM REPAIRS	1,312.50	0.00	1,312.50	166.25	0.00	1,146.25	12.70
COA SEPTIC REPAIRS & MAINT	1,030.00	0.00	1,030.00	600.00	0.00	430.00	58.30
COA CLEANING SUPPLIES	1,995.00	0.00	1,995.00	1,700.91	0.00	294.09	85.30
COA PEST CONTROL	669.50	0.00	669.50	590.00	0.00	79.50	88.10
COA PROPANE	15,120.00	0.00	15,120.00	5,482.57	0.00	9,637.43	36.30
COA WATER	950.00	0.00	950.00	0.00	0.00	950.00	0.00
COA GENERATOR MAINTENANCE	3,000.00	0.00	3,000.00	3,515.95	0.00	(515.95)	117.20
COA ELEVATOR SERVICE	2,500.00	7,345.00	9,845.00	11,463.00	0.00	(1,618.00)	116.40
COA HVAC SERVICE	4,625.00	0.00	4,625.00	4,120.94	0.00	504.06	89.10
COA HVAC MAINTENANCE SUPPLIES	2,625.00	0.00	2,625.00	612.28	0.00	2,012.72	23.30
<b>011905 COUNCIL ON AGING FAC MA</b>	<b>50,402.00</b>	<b>12,116.00</b>	<b>62,518.00</b>	<b>50,537.61</b>	<b>0.00</b>	<b>11,980.39</b>	<b>80.80</b>
F/P FIRE ALARM TEST	2,000.00	0.00	2,000.00	438.20	0.00	1,561.80	21.90
F/P FIRE EXTING TESTING	600.00	0.00	600.00	512.73	0.00	87.27	85.50
F/P BLDNG MAINT	12,000.00	0.00	12,000.00	3,328.30	0.00	8,671.70	27.70
F/P PLUMBING MAINT	3,090.00	0.00	3,090.00	59.03	0.00	3,030.97	1.90
F/P ELECTRICAL MAINT	3,000.00	0.00	3,000.00	515.64	0.00	2,484.36	17.20
F/P TRAILER MAINTENANCE	2,000.00	0.00	2,000.00	955.69	0.00	1,044.31	47.80
F/P SEPTIC REPAIRS & MAINT	1,568.00	0.00	1,568.00	175.00	0.00	1,393.00	11.20
F/P TRASH PICKUP/DISPOSAL	2,700.00	0.00	2,700.00	2,491.88	0.00	208.12	92.30
F/P CLEANING SUPPLIES	2,625.00	0.00	2,625.00	2,008.54	0.00	616.46	76.50
F/P PEST CONTROL	500.00	0.00	500.00	0.00	0.00	500.00	0.00

F/P OIL	21,275.00	0.00	21,275.00	14,585.02	0.00	6,689.98	68.60
F/P PROPANE	2,000.00	0.00	2,000.00	611.18	0.00	1,388.82	30.60
F/P WATER	4,675.00	0.00	4,675.00	5,157.75	0.00	(482.75)	110.30
F/P GENERATOR MAINTENANCE	3,850.00	0.00	3,850.00	0.00	0.00	3,850.00	0.00
F/P TRAILER WATER	567.00	0.00	567.00	718.69	0.00	(151.69)	126.80
F/P TRAILER PROPANE	1,540.00	0.00	1,540.00	0.00	0.00	1,540.00	0.00
F/P HVAC SERVICE	6,300.00	1,755.99	8,055.99	2,785.81	0.00	5,270.18	34.60
F/P HVAC MAINTENANCE SUPPLIES	3,850.00	0.00	3,850.00	0.00	0.00	3,850.00	0.00
<b>011907 FIRE/POLICE STATION FAC</b>	<b>74,140.00</b>	<b>1,755.99</b>	<b>75,895.99</b>	<b>34,343.46</b>	<b>0.00</b>	<b>41,552.53</b>	<b>45.30</b>
POLICE-MECC FIRE ALARM TEST	1,500.00	0.00	1,500.00	1,388.00	0.00	112.00	92.50
POLICE-MECC SPRINKLER SYS TEST	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00	0.00
POLICE-MECC DEFIBRILLATOR	600.00	0.00	600.00	382.50	0.00	217.50	63.80
POLICE-MECC FIRE EXTNG TESTING	450.00	0.00	450.00	450.00	0.00	0.00	100.00
POLICE-MECC NATURAL GAS	5,150.00	0.00	5,150.00	3,542.00	0.00	1,608.00	68.80
POLICE-MECC BLDNG MAINT	13,125.00	0.00	13,125.00	10,156.96	0.00	2,968.04	77.40
POLICE-MECC PLUMBING MAINT	3,090.00	6,000.00	9,090.00	10,345.00	0.00	(1,255.00)	113.80
POLICE-MECC ELECTRICAL MAINT	4,545.00	0.00	4,545.00	5,734.44	0.00	(1,189.44)	126.20
POLICE-MECC SPRINKLER SYS REPR	500.00	0.00	500.00	0.00	0.00	500.00	0.00
POLICE-MEC SEPTIC REPAIR&MAINT	2,500.00	0.00	2,500.00	1,500.00	0.00	1,000.00	60.00
COMPUTER HARDWARE MAINTENANCE	16,500.00	0.00	16,500.00	32,387.52	0.00	(15,887.52)	196.30
POLICE-MECC TRASH PICKUP/DISP	4,515.00	0.00	4,515.00	3,547.51	0.00	967.49	78.60
POLICE-MECC CLEAN SUPPLIES	3,675.00	1,998.11	5,673.11	3,879.58	0.00	1,793.53	68.40
POLICE-MECC TELEPHONE	14,420.00	0.00	14,420.00	13,163.11	0.00	1,256.89	91.30
POLICE-MECC PEST CONTROL	1,100.00	0.00	1,100.00	960.00	0.00	140.00	87.30
POLICE-MECC ELECTRICITY	30,000.00	0.00	30,000.00	0.00	0.00	30,000.00	0.00
POLICE-MECC OIL	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
POLICE-MECC WATER	2,800.00	0.00	2,800.00	2,267.46	0.00	532.54	81.00
POLICE-MECC ENERATOR MAINT	16,500.00	0.00	16,500.00	6,226.10	0.00	10,273.90	37.70
POLICE-MECC ELEVATOR SERVICE	5,800.00	2,897.91	8,697.91	8,076.31	0.00	621.60	92.90
POLICE-MECC HVAC SERVICE	10,000.00	16,955.00	26,955.00	22,742.11	0.00	4,212.89	84.40
POLICE-MEC HVAC MAINT SUPPLIES	4,400.00	853.73	5,253.73	853.73	0.00	4,400.00	16.20
<b>011908 POLICE - MECC STATION S</b>	<b>145,370.00</b>	<b>28,704.75</b>	<b>174,074.75</b>	<b>127,602.33</b>	<b>0.00</b>	<b>46,472.42</b>	<b>73.30</b>
LIB FIRE ALARM TEST	2,575.00	0.00	2,575.00	1,821.38	0.00	753.62	70.70
LIB SPRINKLER SYS TEST	2,575.00	0.00	2,575.00	1,733.70	0.00	841.30	67.30
LIB DEFIBRILLATOR	300.00	0.00	300.00	255.00	0.00	45.00	85.00
LIB FIRE EXTING TESTING	300.00	0.00	300.00	300.00	0.00	0.00	100.00
LIB NATURAL GAS	16,675.00	0.00	16,675.00	14,056.05	0.00	2,618.95	84.30
LIB BLDNG MAINT	13,125.00	0.00	13,125.00	8,648.26	0.00	4,476.74	65.90
LIB PLUMBING MAINT	2,000.00	0.00	2,000.00	1,848.98	0.00	151.02	92.40
LIB ELECTRICAL MAINT	5,250.00	0.00	5,250.00	2,135.97	0.00	3,114.03	40.70
LIB SPRINKLER SYSTEM REPAIRS	9,000.00	0.00	9,000.00	1,716.06	0.00	7,283.94	19.10
LIB SEPTIC REPAIRS & MAINT	900.00	0.00	900.00	525.00	0.00	375.00	58.30
LIB CLEANING SUPPLIES	3,412.50	0.00	3,412.50	2,364.28	0.00	1,048.22	69.30
LIB PEST CONTROL	262.50	0.00	262.50	760.00	0.00	(497.50)	289.50
LIB WATER	1,365.00	0.00	1,365.00	1,307.55	0.00	57.45	95.80
LIB HVAC SERVICE	9,175.00	3,192.00	12,367.00	15,899.22	0.00	(3,532.22)	128.60
LIB HVAC MAINTENANCE SUPPLIES	6,300.00	359.20	6,659.20	5,536.64	0.00	1,122.56	83.10
<b>011909 LIBRARY FAC MAN</b>	<b>73,215.00</b>	<b>3,551.20</b>	<b>76,766.20</b>	<b>58,908.09</b>	<b>0.00</b>	<b>17,858.11</b>	<b>76.70</b>
SOLAR POWER GENERATION ELEC	141,400.00	13,492.58	154,892.58	123,562.47	0.00	31,330.11	79.80
SUNTILITY - CHARGES	6,695.00	0.00	6,695.00	5,928.00	0.00	767.00	88.50
<b>011910 SOLAR POWER GENERATION</b>	<b>148,095.00</b>	<b>13,492.58</b>	<b>161,587.58</b>	<b>129,490.47</b>	<b>0.00</b>	<b>32,097.11</b>	<b>80.10</b>
UNANT ELEC SERV BOARD COMM	0.00	166.24	166.24	754.33	0.00	(588.09)	453.80
25883081009 SEEKONK ST VET CEM	0.00	0.00	0.00	15.35	0.00	(15.35)	100.00
25883251008 117 MAIN ST FIRE D	0.00	0.00	0.00	13,721.60	0.00	(13,721.60)	100.00
25883681006 LIBRARY 139 MAIN	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00
25883851005 SENIOR CENTER	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00
28240300013 1 LIBERTY LANE	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
28549350016 F/K SCHOOL	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00	0.00
27943320039 MEETINGHOUSE	500.00	0.00	500.00	0.00	0.00	500.00	0.00
<b>011911 FACILITY MAINT ELECTRIC</b>	<b>34,000.00</b>	<b>166.24</b>	<b>34,166.24</b>	<b>14,491.28</b>	<b>0.00</b>	<b>19,674.96</b>	<b>42.40</b>
NATURAL GAS	66,700.00	300.06	67,000.06	41,409.65	0.00	25,590.41	61.80
FK HVAC SERVICE MAINTENANCE	25,750.00	27,916.65	53,666.65	53,192.32	0.00	474.33	99.10
FK FIRE ALARM SYSTEM MAINT	9,010.00	0.00	9,010.00	14,558.15	0.00	(5,548.15)	161.60
FK SEPTIC REPAIRS & MAINT	5,665.00	0.00	5,665.00	3,450.00	0.00	2,215.00	60.90
FK ELEVATOR MAINTENANCE	6,500.00	0.00	6,500.00	8,933.52	0.00	(2,433.52)	137.40
FK HVAC MAINTENANCE SUPPLIES	20,000.00	33,305.19	53,305.19	46,004.90	0.00	7,300.29	86.30
<b>011912 FREEMAN/KENNEDY SCHOOL</b>	<b>133,625.00</b>	<b>61,521.90</b>	<b>195,146.90</b>	<b>167,548.54</b>	<b>0.00</b>	<b>27,598.36</b>	<b>85.90</b>

HOD HVAC SERVICE MAINTENANCE	16,080.00	2,632.50	18,712.50	15,461.27	0.00	3,251.23	82.60
HOD FIRE ALARM SYSTEM MAINT	6,630.00	0.00	6,630.00	9,423.03	0.00	(2,793.03)	142.10
HOD SEPTIC REPAIRS & MAINT	7,210.00	0.00	7,210.00	5,250.00	0.00	1,960.00	72.80
OIL	69,000.00	0.00	69,000.00	63,353.67	0.00	5,646.33	91.80
HOD HVAC MAINTENANCE SUPPLIES	15,260.00	0.00	15,260.00	0.00	0.00	15,260.00	0.00
<b>011913 H OLIVE DAY SCHOOL</b>	<b>114,180.00</b>	<b>2,632.50</b>	<b>116,812.50</b>	<b>93,487.97</b>	<b>0.00</b>	<b>23,324.53</b>	<b>80.00</b>
SIDEWALK/RETAIN WAL REPAIRS	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00	0.00
MAJOR EXPENSES	50,000.00	0.00	50,000.00	(7,500.00)	0.00	57,500.00	(15.00)
<b>011914 MAJOR FACILITIES MAINT</b>	<b>52,500.00</b>	<b>0.00</b>	<b>52,500.00</b>	<b>(7,500.00)</b>	<b>0.00</b>	<b>60,000.00</b>	<b>(14.30)</b>
FACILITIES MNG - FULL TIME SALARIES	217,667.00	0.00	217,667.00	200,645.06	0.00	17,021.94	92.20
<b>011921 FACILITIES MANAGEMENT S</b>	<b>217,667.00</b>	<b>0.00</b>	<b>217,667.00</b>	<b>200,645.06</b>	<b>0.00</b>	<b>17,021.94</b>	<b>92.20</b>
FAC -DIAGNOSTIC EQUIP/TOOLS	10,300.00	0.00	10,300.00	5,141.09	0.00	5,158.91	49.90
FACILITIES MNG TRAINING	2,100.00	0.00	2,100.00	2,086.12	0.00	13.88	99.30
FACILITIES MNG CELL PHONE	3,090.00	0.00	3,090.00	3,271.87	0.00	(181.87)	105.90
FAC HVAC MAINTENANCE SUPPLIES	8,500.00	0.00	8,500.00	1,274.20	0.00	7,225.80	15.00
FACILITIES MNG VEH ALLOWANCE	6,300.00	0.00	6,300.00	3,331.12	0.00	2,968.88	52.90
FACILITIES MGMT MISCELLANEOUS	0.00	1,236.00	1,236.00	2,126.48	0.00	(890.48)	172.00
<b>011922 FACILITIES MANAGEMENT E</b>	<b>30,290.00</b>	<b>1,236.00</b>	<b>31,526.00</b>	<b>17,230.88</b>	<b>0.00</b>	<b>14,295.12</b>	<b>54.70</b>
TOWN REPORT EXPENSES	2,000.00	0.00	2,000.00	1,906.69	0.00	93.31	95.30
<b>011952 TOWN REPORT</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>1,906.69</b>	<b>0.00</b>	<b>93.31</b>	<b>95.30</b>
POLICE FULL TIME SALARIES	2,991,585.00	0.00	2,991,585.00	2,917,203.27	0.00	74,381.73	97.50
<b>012101 POLICE SALARIES</b>	<b>2,991,585.00</b>	<b>0.00</b>	<b>2,991,585.00</b>	<b>2,917,203.27</b>	<b>0.00</b>	<b>74,381.73</b>	<b>97.50</b>
COMMUNICATION REPAIR & MAINT	26,000.00	0.00	26,000.00	14,490.46	954.00	10,555.54	59.40
POLICE OPS EQPMNT RPR & MNT	19,800.00	0.00	19,800.00	27,356.68	5,334.30	(12,890.98)	165.10
POLICE NEW RADIO EQUIPMENT	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00	100.00
LEASE AND SERVICE AGREEMENTS	65,247.00	0.00	65,247.00	54,369.55	121.55	10,755.90	83.50
POLICE TRAINING	12,500.00	0.00	12,500.00	19,134.60	0.00	(6,634.60)	153.10
POLICE OFFICE SUPPLIES	9,000.00	0.00	9,000.00	7,391.83	284.56	1,323.61	85.30
POLICE VEHICLE MAINTENANCE	25,000.00	0.00	25,000.00	24,773.03	4,011.92	(3,784.95)	115.10
POLICE STATION MNT / SUPPLIES	1,100.00	0.00	1,100.00	218.89	0.00	881.11	19.90
POLICE OUT OF STATE TRAVEL	5,000.00	0.00	5,000.00	4,953.29	0.00	46.71	99.10
POLICE MISCELLANEOUS	0.00	0.00	0.00	290.00	0.00	(290.00)	100.00
POLICE UNIFORM REPLACEMENT	30,950.00	0.00	30,950.00	30,630.58	9,371.39	(9,051.97)	129.20
POLICE UNIFORM CLEANING	23,550.00	0.00	23,550.00	22,950.00	0.00	600.00	97.50
POLICE CHIEFS EXPENSE	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00	100.00
POLICE INVESTIGATION EXPENSE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
POLICE SAFETY / DARE	2,000.00	0.00	2,000.00	1,671.49	75.00	253.51	87.30
POLICE NARCOTICS INVESTIGATION	400.00	0.00	400.00	0.00	0.00	400.00	0.00
POLICE COURT TRAVEL EXPENSE	100.00	0.00	100.00	0.00	0.00	100.00	0.00
ACCREDITATION	9,975.00	0.00	9,975.00	4,987.50	2,493.75	2,493.75	75.00
POLICE PRISONER EXPENSE	350.00	0.00	350.00	155.43	0.00	194.57	44.40
POLICE NEW OFFICER EQUIPMENT	8,500.00	0.00	8,500.00	4,253.28	0.00	4,246.72	50.00
<b>012102 POLICE EXPENSES</b>	<b>243,472.00</b>	<b>0.00</b>	<b>243,472.00</b>	<b>220,626.61</b>	<b>22,646.47</b>	<b>198.92</b>	<b>99.90</b>
POLICE ENCUMBRANCE	0.00	15,160.88	15,160.88	14,573.83	0.00	587.05	96.10
<b>012106 POLICE ENCUMBRANCE</b>	<b>0.00</b>	<b>15,160.88</b>	<b>15,160.88</b>	<b>14,573.83</b>	<b>0.00</b>	<b>587.05</b>	<b>96.10</b>
FIRE FULL TIME SALARIES	2,310,000.00	0.00	2,310,000.00	2,342,059.38	0.00	(32,059.38)	101.40
<b>012201 FIRE SALARIES</b>	<b>2,310,000.00</b>	<b>0.00</b>	<b>2,310,000.00</b>	<b>2,342,059.38</b>	<b>0.00</b>	<b>(32,059.38)</b>	<b>101.40</b>
FIRE EQUIPMENT REPAIR & MAINT	5,000.00	0.00	5,000.00	3,172.56	0.00	1,827.44	63.50
FIRE RADIO REPAIR	5,000.00	0.00	5,000.00	8,913.65	0.00	(3,913.65)	178.30
RADIO BOX SERVICE AGREEMENT	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
FIRE TRAINING	2,000.00	0.00	2,000.00	879.92	0.00	1,120.08	44.00
FIRE OFFICE SUPPLIES	4,000.00	0.00	4,000.00	2,755.45	0.00	1,244.55	68.90
FIRE AMBULANCE SUPPLIES	30,000.00	0.00	30,000.00	33,814.63	0.00	(3,814.63)	112.70
TUITION REIMBURSEMENT FIRE	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00
FIRE TRAVEL	1,500.00	0.00	1,500.00	1,335.00	0.00	165.00	89.00
FIRE MISCELLANEOUS	8,000.00	0.00	8,000.00	16,405.05	0.00	(8,405.05)	205.10
FIRE UNIFORM REPLACEMENT	18,000.00	0.00	18,000.00	21,691.58	0.00	(3,691.58)	120.50
FIRE PROTECTIVE CLOTHING	8,000.00	16,000.00	24,000.00	26,248.60	0.00	(2,248.60)	109.40
FIRE I.T. / PAMET SOFTWARE LIS	5,500.00	0.00	5,500.00	4,742.20	0.00	757.80	86.20
MEDICAL CONTROL	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00	100.00
FIRE EQUIPMENT	15,000.00	0.00	15,000.00	5,699.00	0.00	9,301.00	38.00
<b>012202 FIRE EXPENSES</b>	<b>125,000.00</b>	<b>16,000.00</b>	<b>141,000.00</b>	<b>135,657.64</b>	<b>0.00</b>	<b>5,342.36</b>	<b>96.20</b>
REGIONAL DISPATCH SERVICES	272,350.00	0.00	272,350.00	272,349.64	0.00	0.36	100.00
<b>012252 DISPATCH EXPENSES</b>	<b>272,350.00</b>	<b>0.00</b>	<b>272,350.00</b>	<b>272,349.64</b>	<b>0.00</b>	<b>0.36</b>	<b>100.00</b>
AMBULANCE BILLING	0.00	35,000.00	35,000.00	34,860.12	0.00	139.88	99.60
<b>012312 AMBULANCE BILLING</b>	<b>0.00</b>	<b>35,000.00</b>	<b>35,000.00</b>	<b>34,860.12</b>	<b>0.00</b>	<b>139.88</b>	<b>99.60</b>
BLDG DEPART FULL TIME SALARIES	339,320.00	0.00	339,320.00	329,209.98	0.00	10,110.02	97.00

<b>012411 BUILDING DEPARTMENT SAL</b>	<b>339,320.00</b>	<b>0.00</b>	<b>339,320.00</b>	<b>329,209.98</b>	<b>0.00</b>	<b>10,110.02</b>	<b>97.00</b>
MILEAGE	2,500.00	0.00	2,500.00	2,080.54	0.00	419.46	83.20
BLDG DEPART WIRELESS PHONE	3,500.00	0.00	3,500.00	4,371.93	221.77	(1,093.70)	131.20
BLDG DEPART OFFICE SUPPLIES	3,500.00	0.00	3,500.00	1,835.28	0.00	1,664.72	52.40
BLDG DEPART TRAVEL/DUES	2,000.00	0.00	2,000.00	3,019.10	0.00	(1,019.10)	151.00
<b>012412 BUILDING DEPARTMENT EXP</b>	<b>11,500.00</b>	<b>0.00</b>	<b>11,500.00</b>	<b>11,306.85</b>	<b>221.77</b>	<b>(28.62)</b>	<b>100.20</b>
WGHTS & MEAS MISCELLANEOUS	1,600.00	0.00	1,600.00	1,955.00	0.00	(355.00)	122.20
<b>012442 WEIGHTS AND MEASURES EX</b>	<b>1,600.00</b>	<b>0.00</b>	<b>1,600.00</b>	<b>1,955.00</b>	<b>0.00</b>	<b>(355.00)</b>	<b>122.20</b>
EMER MGMT FULL TIME SALARIES	700.00	0.00	700.00	700.00	0.00	0.00	100.00
<b>012911 EMERGENCY MANAGEMENT SA</b>	<b>700.00</b>	<b>0.00</b>	<b>700.00</b>	<b>700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
EMER MGMT MISCELLANEOUS	900.00	0.00	900.00	131.20	0.00	768.80	14.60
<b>012912 EMERGENCY MANAGEMENT EX</b>	<b>900.00</b>	<b>0.00</b>	<b>900.00</b>	<b>131.20</b>	<b>0.00</b>	<b>768.80</b>	<b>14.60</b>
ANIMAL CTRL FULL TIME SALARIES	81,120.00	0.00	81,120.00	81,686.62	0.00	(566.62)	100.70
<b>012921 ANIMAL CONTROL SALARIES</b>	<b>81,120.00</b>	<b>0.00</b>	<b>81,120.00</b>	<b>81,686.62</b>	<b>0.00</b>	<b>(566.62)</b>	<b>100.70</b>
ANIMAL CTRL MISCELLANEOUS	7,250.00	0.00	7,250.00	3,223.55	381.76	3,644.69	49.70
<b>012922 ANIMAL CONTROL EXPENSES</b>	<b>7,250.00</b>	<b>0.00</b>	<b>7,250.00</b>	<b>3,223.55</b>	<b>381.76</b>	<b>3,644.69</b>	<b>49.70</b>
ANIMAL CONTROL ENCUMBRANCE	0.00	495.42	495.42	495.42	0.00	0.00	100.00
<b>012926 ANIMAL CONTROL OFF ENCU</b>	<b>0.00</b>	<b>495.42</b>	<b>495.42</b>	<b>495.42</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
ANIMAL INSPECT FULL TIME SALARIES	2,948.00	0.00	2,948.00	2,888.88	0.00	59.12	98.00
<b>012961 ANIMAL INSPECTOR SALARIES</b>	<b>2,948.00</b>	<b>0.00</b>	<b>2,948.00</b>	<b>2,888.88</b>	<b>0.00</b>	<b>59.12</b>	<b>98.00</b>
ANIMAL INSPECT MISCELLANEOUS	218.00	0.00	218.00	0.00	0.00	218.00	0.00
<b>012962 ANIMAL INSPECTOR EXPENSE</b>	<b>218.00</b>	<b>0.00</b>	<b>218.00</b>	<b>0.00</b>	<b>0.00</b>	<b>218.00</b>	<b>0.00</b>
OTHER DEPARTMENTAL EXPENSES	0.00	9,565.17	9,565.17	9,565.17	0.00	0.00	100.00
<b>01300 EDUCATION REVENUE</b>	<b>0.00</b>	<b>9,565.17</b>	<b>9,565.17</b>	<b>9,565.17</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
EDUCATION - KING PHILIP OP BDG	10,321,203.00	0.00	10,321,203.00	10,321,203.00	0.00	0.00	100.00
DEBT SERVICE (KING PHILIP)	540,090.00	0.00	540,090.00	540,090.00	0.00	0.00	100.00
<b>013012 EDUCATION - KING PHILIP</b>	<b>10,861,293.00</b>	<b>0.00</b>	<b>10,861,293.00</b>	<b>10,861,293.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
EDUCATION - TRI COUNTY OP BUDG	712,224.00	0.00	712,224.00	712,223.00	0.00	1.00	100.00
<b>013022 EDUCATION - TRI COUNTY</b>	<b>712,224.00</b>	<b>0.00</b>	<b>712,224.00</b>	<b>712,223.00</b>	<b>0.00</b>	<b>1.00</b>	<b>100.00</b>
EDUCATION-NC AGRICULTURAL SCH	56,056.00	8,624.00	64,680.00	64,680.00	0.00	0.00	100.00
<b>013032 EDUCATION-NC AGRICULTUR</b>	<b>56,056.00</b>	<b>8,624.00</b>	<b>64,680.00</b>	<b>64,680.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
DPW ADMINISTRATION SALARY	174,055.00	0.00	174,055.00	174,143.00	0.00	(88.00)	100.10
<b>014101 DPW ADMIN SALARIES</b>	<b>174,055.00</b>	<b>0.00</b>	<b>174,055.00</b>	<b>174,143.00</b>	<b>0.00</b>	<b>(88.00)</b>	<b>100.10</b>
DPW ADMIN EXPENSES	91,700.00	0.00	91,700.00	62,121.94	924.88	28,653.18	68.80
<b>014102 DPW ADMINISTRATION EXP</b>	<b>91,700.00</b>	<b>0.00</b>	<b>91,700.00</b>	<b>62,121.94</b>	<b>924.88</b>	<b>28,653.18</b>	<b>68.80</b>
DPW ADMIN ENCUMBRANCE	0.00	8,905.52	8,905.52	3,137.91	0.00	5,767.61	35.20
<b>014106 DPW ADMIN ENCUMBRANCE</b>	<b>0.00</b>	<b>8,905.52</b>	<b>8,905.52</b>	<b>3,137.91</b>	<b>0.00</b>	<b>5,767.61</b>	<b>35.20</b>
HIGHWAY DEPT FULL TIME SALARIES	248,113.00	0.00	248,113.00	218,975.24	0.00	29,137.76	88.30
<b>014201 HIGHWAY DEPT SALARIES</b>	<b>248,113.00</b>	<b>0.00</b>	<b>248,113.00</b>	<b>218,975.24</b>	<b>0.00</b>	<b>29,137.76</b>	<b>88.30</b>
HAND TOOLS	3,000.00	0.00	3,000.00	2,442.69	0.00	557.31	81.40
ROAD MARKING/ST LINING	34,000.00	0.00	34,000.00	34,000.00	0.00	0.00	100.00
ROAD REPAIRS/MAINTENANCE	87,500.00	0.00	87,500.00	80,429.98	6,480.18	589.84	99.30
STREET SIGNS	15,000.00	0.00	15,000.00	8,521.13	0.00	6,478.87	56.80
CLOTHING ALLOWANCE	5,000.00	0.00	5,000.00	2,538.86	0.00	2,461.14	50.80
<b>014202 HIGHWAY DEPT EXPENSES</b>	<b>144,500.00</b>	<b>0.00</b>	<b>144,500.00</b>	<b>127,932.66</b>	<b>6,480.18</b>	<b>10,087.16</b>	<b>93.00</b>
HIGHWAY DEPT ENCUMBRANCE	0.00	525.25	525.25	508.68	0.00	16.57	96.80
<b>014206 HIGHWAY DEPT ENCUMBRANCE</b>	<b>0.00</b>	<b>525.25</b>	<b>525.25</b>	<b>508.68</b>	<b>0.00</b>	<b>16.57</b>	<b>96.80</b>
ROAD PROGRAM	1.00	0.00	1.00	0.00	0.00	1.00	0.00
MS4 STORMWATER MGMT PGM	300,000.00	(250,222.00)	49,778.00	0.00	0.00	49,778.00	0.00
COUNTY ARPA PROJECT 1079	0.00	148,733.75	148,733.75	148,733.75	0.00	0.00	100.00
MS4 STORMWATER MGMT PGM	0.00	250,000.00	250,000.00	98,716.41	151,283.59	0.00	100.00
<b>014212 ROAD PROGRAM</b>	<b>300,001.00</b>	<b>148,511.75</b>	<b>448,512.75</b>	<b>247,450.16</b>	<b>151,283.59</b>	<b>49,779.00</b>	<b>88.90</b>
GRNDS MAINT FULL TIME SALARIES	213,995.00	0.00	213,995.00	209,349.91	0.00	4,645.09	97.80
<b>014221 GROUNDS MAINTENANCE SAL</b>	<b>213,995.00</b>	<b>0.00</b>	<b>213,995.00</b>	<b>209,349.91</b>	<b>0.00</b>	<b>4,645.09</b>	<b>97.80</b>
CONTRACT SERV TOWN HILL	14,000.00	0.00	14,000.00	13,999.11	0.00	0.89	100.00
CONTR SERV POND STREET	1,000.00	0.00	1,000.00	384.00	0.00	616.00	38.40
CONTR SVCS LIBRARY IRRIGATION	1,000.00	0.00	1,000.00	862.00	0.00	138.00	86.20
CONTRACT SERVICES - MECC	1,500.00	0.00	1,500.00	1,770.95	0.00	(270.95)	118.10
HAND TOOLS/EQ RENT	3,000.00	0.00	3,000.00	2,647.38	0.00	352.62	88.20
CLOTHING ALLOWANCE	0.00	5,000.00	5,000.00	3,516.86	0.00	1,483.14	70.30
SHADE TREE MAINTENANCE	50,150.00	0.00	50,150.00	28,951.62	0.00	21,198.38	57.70
<b>014222 GROUNDS MAINTENANCE EXP</b>	<b>70,650.00</b>	<b>5,000.00</b>	<b>75,650.00</b>	<b>52,131.92</b>	<b>0.00</b>	<b>23,518.08</b>	<b>68.90</b>
SNOW AND ICE SALARIES	0.00	44,837.70	44,837.70	64,136.58	0.00	(19,298.88)	143.00
SNOW AND ICE MISCELLANEOUS	250,000.00	0.00	250,000.00	230,701.12	0.00	19,298.88	92.30
<b>014232 SNOW AND ICE EXPENSES</b>	<b>250,000.00</b>	<b>44,837.70</b>	<b>294,837.70</b>	<b>294,837.70</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
STREET LGHTG MISCELLANEOUS	12,700.00	0.00	12,700.00	12,700.00	0.00	0.00	100.00
<b>014242 STREET LIGHTING EXPENSE</b>	<b>12,700.00</b>	<b>0.00</b>	<b>12,700.00</b>	<b>12,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>

VEHICLE MAINT SALARIES	171,718.00	0.00	171,718.00	135,118.32	0.00	36,599.68	78.70
<b>014251 VEHICLE MAINT SALARIES</b>	<b>171,718.00</b>	<b>0.00</b>	<b>171,718.00</b>	<b>135,118.32</b>	<b>0.00</b>	<b>36,599.68</b>	<b>78.70</b>
VEHICLE MAINT EXPENSES	163,500.00	0.00	163,500.00	162,995.52	290.00	214.48	99.90
<b>014252 VEHICLE MAINT EXP</b>	<b>163,500.00</b>	<b>0.00</b>	<b>163,500.00</b>	<b>162,995.52</b>	<b>290.00</b>	<b>214.48</b>	<b>99.90</b>
DPW VEHICLE MAINT ENCUMBRANCE	0.00	2,920.89	2,920.89	2,920.89	0.00	0.00	100.00
<b>014256 VEHICLE MAINT ENCUMBRANCE</b>	<b>0.00</b>	<b>2,920.89</b>	<b>2,920.89</b>	<b>2,920.89</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
TOWN VEHICLE FUEL MISCELLANEOU	95,823.00	0.00	95,823.00	97,409.95	0.00	(1,586.95)	101.70
<b>014262 TOWN VEHICLE FUEL EXPENSE</b>	<b>95,823.00</b>	<b>0.00</b>	<b>95,823.00</b>	<b>97,409.95</b>	<b>0.00</b>	<b>(1,586.95)</b>	<b>101.70</b>
TRANS STATION FULL TIME SALARI	268,191.00	0.00	268,191.00	221,453.74	0.00	46,737.26	82.60
<b>014331 TRANSFER STATION SALARIES</b>	<b>268,191.00</b>	<b>0.00</b>	<b>268,191.00</b>	<b>221,453.74</b>	<b>0.00</b>	<b>46,737.26</b>	<b>82.60</b>
EQUIPMENT REPAIR AND MAINT	5,000.00	0.00	5,000.00	5,661.96	0.00	(661.96)	113.20
TRASH REMOVAL FEES/SOLID WASTE	76,500.00	0.00	76,500.00	54,831.77	0.00	21,668.23	71.70
HOUSEHOLD HAZARDOUS WASTE	10,000.00	0.00	10,000.00	16,209.83	0.00	(6,209.83)	162.10
RECYCLING COSTS/VENDOR FEES	25,000.00	0.00	25,000.00	22,925.92	0.00	2,074.08	91.70
POSTAGE	500.00	0.00	500.00	500.00	0.00	0.00	100.00
PRINTING AND ADV	2,500.00	0.00	2,500.00	2,500.00	0.00	0.00	100.00
FUEL & UTILITIES	10,600.00	0.00	10,600.00	12,773.99	0.00	(2,173.99)	120.50
OFFICE SUPPLIES	650.00	0.00	650.00	865.99	0.00	(215.99)	133.20
STICKERS AND DECALS	2,600.00	0.00	2,600.00	1,051.00	0.00	1,549.00	40.40
FACILITY MAINTENANCE	34,650.00	0.00	34,650.00	39,546.20	1,334.51	(6,230.71)	118.00
UNIFORM REPLACEMENT	2,400.00	0.00	2,400.00	2,303.70	0.00	96.30	96.00
ROLL-OFF CONTAINER REPLACEMENT	6,000.00	0.00	6,000.00	5,750.00	0.00	250.00	95.80
<b>014332 TRANSFER STATION EXPENSE</b>	<b>176,400.00</b>	<b>0.00</b>	<b>176,400.00</b>	<b>164,920.36</b>	<b>1,334.51</b>	<b>10,145.13</b>	<b>94.20</b>
LANDFILL ENGINEERING	33,495.00	0.00	33,495.00	16,246.24	0.00	17,248.76	48.50
LANDFILL LEACHATE REMOVAL	45,000.00	0.00	45,000.00	52,537.50	0.00	(7,537.50)	116.80
LANDFILL TRASH REMOVAL	35,000.00	0.00	35,000.00	20,346.00	0.00	14,654.00	58.10
LANDFILL HOUSEHOLD HAZ WASTE	1,500.00	0.00	1,500.00	13,515.52	0.00	(12,015.52)	901.00
<b>014342 LANDFILL EXPENSES</b>	<b>114,995.00</b>	<b>0.00</b>	<b>114,995.00</b>	<b>102,645.26</b>	<b>0.00</b>	<b>12,349.74</b>	<b>89.30</b>
LANDFILL ENCUMBRANCE	0.00	10,800.00	10,800.00	8,908.95	0.00	1,891.05	82.50
<b>014346 LANDFILL ENCUMBRANCE</b>	<b>0.00</b>	<b>10,800.00</b>	<b>10,800.00</b>	<b>8,908.95</b>	<b>0.00</b>	<b>1,891.05</b>	<b>82.50</b>
CEMETERY COMM FULL TIME SALARIES	27,184.00	0.00	27,184.00	21,294.50	0.00	5,889.50	78.30
<b>014911 CEMETERY COMM SALARIES</b>	<b>27,184.00</b>	<b>0.00</b>	<b>27,184.00</b>	<b>21,294.50</b>	<b>0.00</b>	<b>5,889.50</b>	<b>78.30</b>
CEMETERY COMM MISCELLANEOUS	10,100.00	0.00	10,100.00	3,190.99	0.00	6,909.01	31.60
<b>014912 CEMETERY COMM EXPENSES</b>	<b>10,100.00</b>	<b>0.00</b>	<b>10,100.00</b>	<b>3,190.99</b>	<b>0.00</b>	<b>6,909.01</b>	<b>31.60</b>
CEMETERY ENCUMBRANCE	0.00	93.92	93.92	93.92	0.00	0.00	100.00
<b>014916 CEMETERY ENCUMBRANCE</b>	<b>0.00</b>	<b>93.92</b>	<b>93.92</b>	<b>93.92</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
VET GRAVES MISCELLANEOUS	2,500.00	0.00	2,500.00	2,358.72	0.00	141.28	94.30
<b>014922 CUST. VETERAN GRAVES EXP</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>2,358.72</b>	<b>0.00</b>	<b>141.28</b>	<b>94.30</b>
BOH MISCELLANEOUS	35,000.00	0.00	35,000.00	32,300.00	0.00	2,700.00	92.30
<b>015122 BOARD OF HEALTH EXPENSE</b>	<b>35,000.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>32,300.00</b>	<b>0.00</b>	<b>2,700.00</b>	<b>92.30</b>
HUMAN SVS SPEC PROGRAMS	4,025.00	0.00	4,025.00	4,025.00	0.00	0.00	100.00
<b>015402 HUMAN SERVICES SPECIAL</b>	<b>4,025.00</b>	<b>0.00</b>	<b>4,025.00</b>	<b>4,025.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
COA FULL TIME SALARIES	175,510.00	0.00	175,510.00	166,794.10	0.00	8,715.90	95.00
<b>015411 COUNCIL ON AGING SALARIES</b>	<b>175,510.00</b>	<b>0.00</b>	<b>175,510.00</b>	<b>166,794.10</b>	<b>0.00</b>	<b>8,715.90</b>	<b>95.00</b>
COA SUPPLIES, NEWSL, POST, CRA	0.00	0.00	0.00	1,874.66	0.00	(1,874.66)	100.00
COA MISCELLANEOUS	10,122.00	21,118.46	31,240.46	28,664.35	0.00	2,576.11	91.80
<b>015412 COUNCIL ON AGING EXPENSE</b>	<b>10,122.00</b>	<b>21,118.46</b>	<b>31,240.46</b>	<b>30,539.01</b>	<b>0.00</b>	<b>701.45</b>	<b>97.80</b>
VET. SERV. FULL TIME SALARIES	12,000.00	0.00	12,000.00	12,000.00	0.00	0.00	100.00
<b>015431 VETERAN'S SERVICES SALARIES</b>	<b>12,000.00</b>	<b>0.00</b>	<b>12,000.00</b>	<b>12,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
VET. SERV. MISCELLANEOUS	21,000.00	0.00	21,000.00	17,369.10	0.00	3,630.90	82.70
<b>015432 VETERAN'S SERVICES EXPENSE</b>	<b>21,000.00</b>	<b>0.00</b>	<b>21,000.00</b>	<b>17,369.10</b>	<b>0.00</b>	<b>3,630.90</b>	<b>82.70</b>
LIBRARY FULL TIME SALARIES	534,430.00	0.00	534,430.00	520,930.99	0.00	13,499.01	97.50
<b>016101 LIBRARY SALARIES</b>	<b>534,430.00</b>	<b>0.00</b>	<b>534,430.00</b>	<b>520,930.99</b>	<b>0.00</b>	<b>13,499.01</b>	<b>97.50</b>
BOOKS & MATERIALS	120,000.00	0.00	120,000.00	120,000.00	0.00	0.00	100.00
LIB GENERAL OPERATING EXP	76,200.00	0.00	76,200.00	76,195.45	0.00	4.55	100.00
<b>016102 LIBRARY EXPENSES</b>	<b>196,200.00</b>	<b>0.00</b>	<b>196,200.00</b>	<b>196,195.45</b>	<b>0.00</b>	<b>4.55</b>	<b>100.00</b>
RECREATION FULL TIME SALARIES	151,485.00	6,500.00	157,985.00	149,731.27	0.00	8,253.73	94.80
<b>016301 RECREATION SALARIES</b>	<b>151,485.00</b>	<b>6,500.00</b>	<b>157,985.00</b>	<b>149,731.27</b>	<b>0.00</b>	<b>8,253.73</b>	<b>94.80</b>
RECREATION MISCELLANEOUS	2,700.00	0.00	2,700.00	2,700.00	0.00	0.00	100.00
<b>016302 RECREATION EXPENSES</b>	<b>2,700.00</b>	<b>0.00</b>	<b>2,700.00</b>	<b>2,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
HIST. COMMISSION MISC.- TOWN	500.00	0.00	500.00	437.21	0.00	62.79	87.40
<b>016912 HISTORICAL COMM EXP - T</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>437.21</b>	<b>0.00</b>	<b>62.79</b>	<b>87.40</b>
TOWN CELEBRATIONS EXPENSE	650.00	0.00	650.00	678.00	0.00	(28.00)	104.30
<b>016922 TOWN CELEBRATIONS EXP</b>	<b>650.00</b>	<b>0.00</b>	<b>650.00</b>	<b>678.00</b>	<b>0.00</b>	<b>(28.00)</b>	<b>104.30</b>
MWPAT/STORMWTR#22 11/16/05	13,661.00	0.00	13,661.00	13,736.46	0.00	(75.46)	100.60
LEACHATE COVER ATM 0507 #10	9,000.00	0.00	9,000.00	9,000.00	0.00	0.00	100.00
LAND ACQU #27 stm1007 #9	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00	100.00

Septic Public Safe # 28 5/8#13	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00	100.00
School Feasibility #42	9,000.00	0.00	9,000.00	9,000.00	0.00	0.00	100.00
PUBLIC SAFETY BLDG - LAND PRIN	65,000.00	0.00	65,000.00	65,000.00	0.00	0.00	100.00
HOD SCHOOL ROOF STM 11/19	100,000.00	0.00	100,000.00	100,000.00	0.00	0.00	100.00
DPW - ROLLOFF TRUCK STM 11/19	35,000.00	0.00	35,000.00	35,000.00	0.00	0.00	100.00
DPW - ROADWAYS STM 11/19	25,000.00	0.00	25,000.00	25,000.00	0.00	0.00	100.00
<b>017112 RETIREMENT OF LT DEBT /</b>	<b>271,661.00</b>	<b>0.00</b>	<b>271,661.00</b>	<b>271,736.46</b>	<b>0.00</b>	<b>(75.46)</b>	<b>100.00</b>
MWPAT/STORMWTR#22 11/16/05	700.00	0.00	700.00	624.05	0.00	75.95	89.20
LEACHAT COV#36 ATM 0507 #10	1,920.00	0.00	1,920.00	1,920.00	0.00	0.00	100.00
LAND ACQUI #27 stm1007 #9	1,600.00	0.00	1,600.00	1,600.00	0.00	0.00	100.00
Septic Public #28 SAFE 5/8#13	1,010.00	0.00	1,010.00	1,010.00	0.00	0.00	100.00
School Feasibility #42	2,470.00	0.00	2,470.00	2,470.00	0.00	0.00	100.00
PUBLIC SAFETY BLDG - LAND INT	41,150.00	0.00	41,150.00	41,150.00	0.00	0.00	100.00
HOD SCHOOL ROOF STM 11/19	26,900.00	0.00	26,900.00	26,900.00	0.00	0.00	100.00
DPW - ROLLOFF TRUCK STM 11/19	3,350.00	0.00	3,350.00	3,350.00	0.00	0.00	100.00
DPW - ROADWAYS STM 11/19	4,810.00	0.00	4,810.00	4,810.00	0.00	0.00	100.00
<b>017122 INTEREST ON LONG-TERM DEBT</b>	<b>83,910.00</b>	<b>0.00</b>	<b>83,910.00</b>	<b>83,834.05</b>	<b>0.00</b>	<b>75.95</b>	<b>99.90</b>
BAN BORROWING	265,160.00	0.00	265,160.00	264,817.70	0.00	342.30	99.90
<b>017133 BAN INTEREST</b>	<b>265,160.00</b>	<b>0.00</b>	<b>265,160.00</b>	<b>264,817.70</b>	<b>0.00</b>	<b>342.30</b>	<b>99.90</b>
CERT & REGISTRATION	12,500.00	0.00	12,500.00	3,648.79	0.00	8,851.21	29.20
<b>017152 OTHER DEBT COSTS</b>	<b>12,500.00</b>	<b>0.00</b>	<b>12,500.00</b>	<b>3,648.79</b>	<b>0.00</b>	<b>8,851.21</b>	<b>29.20</b>
F/C CONSTRUCT Art4Stm11/9	856,000.00	0.00	856,000.00	856,000.00	0.00	0.00	100.00
PUBLIC SAFETY BLDG - MECC PRIN	185,000.00	0.00	185,000.00	185,000.00	0.00	0.00	100.00
PUBLIC SAFETY BLDG - BOND#2	215,000.00	0.00	215,000.00	215,000.00	0.00	0.00	100.00
<b>017212 EXCLUDED DEBT PRINC</b>	<b>1,256,000.00</b>	<b>0.00</b>	<b>1,256,000.00</b>	<b>1,256,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
BAN INTEREST EXCLUDED DEBT	598,228.00	0.00	598,228.00	598,228.00	0.00	0.00	100.00
F/C CONSTRUCT Art4Stm11/9	263,970.00	0.00	263,970.00	263,970.00	0.00	0.00	100.00
PUBLIC SAFETY BLDG - MECC INT	140,900.00	0.00	140,900.00	140,900.00	0.00	0.00	100.00
PUBLIC SAFETY BLDG - BOND#2	195,194.00	0.00	195,194.00	195,193.76	0.00	0.24	100.00
<b>017222 EXCLUDED DEBT INTEREST</b>	<b>1,198,292.00</b>	<b>0.00</b>	<b>1,198,292.00</b>	<b>1,198,291.76</b>	<b>0.00</b>	<b>0.24</b>	<b>100.00</b>
CS COUNTY ASSESSMENTS	0.00	82,918.00	82,918.00	82,917.72	0.00	0.28	100.00
CS MOSQUITO CONTROL	0.00	57,277.00	57,277.00	57,270.00	0.00	7.00	100.00
CS MET. AIR POLLUTION CONTROL	0.00	3,944.00	3,944.00	3,944.00	0.00	0.00	100.00
CS MET AREA PLANNING COUNCIL	0.00	5,670.00	5,670.00	5,670.00	0.00	0.00	100.00
CS RMV NON RENEWAL	0.00	4,680.00	4,680.00	4,680.00	0.00	0.00	100.00
CS MBTA ASSESSMENT	0.00	146,522.00	146,522.00	146,522.00	0.00	0.00	100.00
CS REGIONAL TRANSIT ASSESSMENT	0.00	130,258.00	130,258.00	130,258.00	0.00	0.00	100.00
<b>018202 STATE ASSESSMENTS</b>	<b>0.00</b>	<b>431,269.00</b>	<b>431,269.00</b>	<b>431,261.72</b>	<b>0.00</b>	<b>7.28</b>	<b>100.00</b>
CHARTER SCHOOL SENDING TUITION	0.00	313,777.00	313,777.00	254,255.00	0.00	59,522.00	81.00
<b>018332 STATE ASSESSMENT- TUITION</b>	<b>0.00</b>	<b>313,777.00</b>	<b>313,777.00</b>	<b>254,255.00</b>	<b>0.00</b>	<b>59,522.00</b>	<b>81.00</b>
MEDICAL INSURANCE	2,816,191.00	(382,554.63)	2,433,636.37	2,362,999.04	413.14	70,224.19	97.10
MED INS-COUNTY ARPA REV REPLAC	0.00	382,554.63	382,554.63	382,554.63	0.00	0.00	100.00
LIFE INSURANCE	10,000.00	0.00	10,000.00	9,154.51	0.00	845.49	91.50
LONGEVITY	92,000.00	0.00	92,000.00	76,543.22	0.00	15,456.78	83.20
OTHER EMPLOYEE BENEFITS	15,000.00	0.00	15,000.00	10,266.94	0.00	4,733.06	68.40
MEDICARE	298,000.00	0.00	298,000.00	328,401.46	0.00	(30,401.46)	110.20
UNEMPLOYMENT COMP.	25,000.00	0.00	25,000.00	5,358.01	0.00	19,641.99	21.40
STATE/CTY RETIREMENT	3,019,722.00	0.00	3,019,722.00	2,951,431.20	0.00	68,290.80	97.70
<b>019122 EMPLOYEE BENEFITS</b>	<b>6,275,913.00</b>	<b>0.00</b>	<b>6,275,913.00</b>	<b>6,126,709.01</b>	<b>413.14</b>	<b>148,790.85</b>	<b>97.60</b>
COURT JUDGEMENTS	0.00	0.00	0.00	59.49	0.00	(59.49)	100.00
<b>019412 COURT JUDGEMENTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>59.49</b>	<b>0.00</b>	<b>(59.49)</b>	<b>100.00</b>
BUILDING AND LIABILITY INS	423,000.00	0.00	423,000.00	421,456.40	0.00	1,543.60	99.60
<b>019452 BUILDING AND LIABILITY</b>	<b>423,000.00</b>	<b>0.00</b>	<b>423,000.00</b>	<b>421,456.40</b>	<b>0.00</b>	<b>1,543.60</b>	<b>99.60</b>
TRANSFER TO TRUST & AGENCY FUN	0.00	275,000.00	275,000.00	275,000.00	0.00	0.00	100.00
<b>019962 TRANSFER TO TRUST AND A</b>	<b>0.00</b>	<b>275,000.00</b>	<b>275,000.00</b>	<b>275,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
ENCUMBRANCES	0.00	80,994.76	80,994.76	78,829.98	0.00	2,164.78	97.30
<b>03023 ENC - FY2023</b>	<b>0.00</b>	<b>80,994.76</b>	<b>80,994.76</b>	<b>78,829.98</b>	<b>0.00</b>	<b>2,164.78</b>	<b>97.30</b>
PRINTING AND ADVERTISING	250.00	0.00	250.00	0.00	0.00	250.00	0.00
OFFICE SUPPLIES	150.00	0.00	150.00	0.00	0.00	150.00	0.00
OTHER GENERAL OFFICE SUPPLIES	95.00	0.00	95.00	205.56	0.00	(110.56)	216.40
TRAINING EXPENSES	350.00	0.00	350.00	0.00	0.00	350.00	0.00
WORKSHOPS/CONFERENCES	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
DUES AND MEMBERSHIPS	2,050.00	0.00	2,050.00	2,634.00	0.00	(584.00)	128.50
OTHER DEPARTMENTAL EXPENSES	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>91110100 SCHOOL COMMITTEE</b>	<b>4,095.00</b>	<b>0.00</b>	<b>4,095.00</b>	<b>2,839.56</b>	<b>0.00</b>	<b>1,255.44</b>	<b>69.30</b>
SUPERINTENDENT	182,865.00	0.00	182,865.00	184,099.94	0.00	(1,234.94)	100.70
ADMINISTRATIVE ASSISTANT	72,420.00	0.00	72,420.00	79,647.04	0.00	(7,227.04)	110.00

OVERTIME - OFFICE STAFF	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00
OFFICE EQUIPMENT MAINTENANCE	2,100.00	0.00	2,100.00	1,422.36	0.00	677.64	67.70
OTHER PROFESSIONAL SERVICES	2,500.00	0.00	2,500.00	3,838.00	0.00	(1,338.00)	153.50
POSTAGE	500.00	0.00	500.00	47.29	0.00	452.71	9.50
PRINTING AND ADVERTISING	250.00	0.00	250.00	645.40	0.00	(395.40)	258.20
OFFICE SUPPLIES	2,750.00	0.00	2,750.00	3,247.19	0.00	(497.19)	118.10
TECHNOLOGY SUPPLIES	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00	0.00
IN STATE TRAVEL	200.00	0.00	200.00	0.00	0.00	200.00	0.00
WORKSHOPS/CONFERENCES	2,500.00	0.00	2,500.00	2,181.13	0.00	318.87	87.20
MEETINGS EXPENSES	1,750.00	0.00	1,750.00	1,885.76	0.00	(135.76)	107.80
DUES AND MEMBERSHIPS	2,000.00	0.00	2,000.00	3,582.50	0.00	(1,582.50)	179.10
SUBSCRIPTIONS/PUBLICATIONS	400.00	0.00	400.00	718.65	0.00	(318.65)	179.70
<b>91210100 SUPERINTENDENT OF SCHOOL</b>	<b>281,435.00</b>	<b>0.00</b>	<b>281,435.00</b>	<b>281,315.26</b>	<b>0.00</b>	<b>119.74</b>	<b>100.00</b>
BUSINESS MANAGER	40,784.00	0.00	40,784.00	44,865.10	0.00	(4,081.10)	110.00
OFFICE ASSISTANT	78,216.00	0.00	78,216.00	80,203.12	0.00	(1,987.12)	102.50
CLERICAL SUPPORT	0.00	0.00	0.00	4,877.54	0.00	(4,877.54)	100.00
OFFICE EQUIPMENT MAINTENANCE	500.00	0.00	500.00	594.62	0.00	(94.62)	118.90
OTHER PROFESSIONAL SERVICES	4,500.00	0.00	4,500.00	3,077.50	0.00	1,422.50	68.40
POSTAGE	200.00	0.00	200.00	18.91	0.00	181.09	9.50
OFFICE SUPPLIES	400.00	0.00	400.00	548.26	0.00	(148.26)	137.10
COPIER SUPPLIES	250.00	0.00	250.00	0.00	0.00	250.00	0.00
IN STATE TRAVEL	100.00	0.00	100.00	0.00	0.00	100.00	0.00
WORKSHOPS/CONFERENCES	500.00	0.00	500.00	0.00	0.00	500.00	0.00
DUES AND MEMBERSHIPS	375.00	0.00	375.00	1,730.00	0.00	(1,355.00)	461.30
SUBSCRIPTIONS/PUBLICATIONS	0.00	0.00	0.00	248.65	0.00	(248.65)	100.00
<b>91410100 BUSINESS OFFICE</b>	<b>125,825.00</b>	<b>0.00</b>	<b>125,825.00</b>	<b>136,163.70</b>	<b>0.00</b>	<b>(10,338.70)</b>	<b>108.20</b>
ADMINISTRATIVE ASSISTANT	99,807.00	0.00	99,807.00	100,296.10	0.00	(489.10)	100.50
OFFICE EQUIPMENT MAINTENANCE	500.00	0.00	500.00	594.63	0.00	(94.63)	118.90
POSTAGE	700.00	0.00	700.00	83.48	0.00	616.52	11.90
ADVERTISING - RECRUITMENT	3,250.00	0.00	3,250.00	4,115.87	0.00	(865.87)	126.60
OFFICE SUPPLIES	700.00	0.00	700.00	636.39	0.00	63.61	90.90
COPIER SUPPLIES	250.00	0.00	250.00	0.00	0.00	250.00	0.00
IN STATE TRAVEL	100.00	0.00	100.00	0.00	0.00	100.00	0.00
WORKSHOPS/CONFERENCES	1,250.00	0.00	1,250.00	297.00	0.00	953.00	23.80
DUES AND MEMBERSHIPS	1,350.00	0.00	1,350.00	1,134.00	0.00	216.00	84.00
SUBSCRIPTIONS/PUBLICATIONS	200.00	0.00	200.00	887.18	0.00	(687.18)	443.60
<b>91420100 HUMAN RESOURCES</b>	<b>108,107.00</b>	<b>0.00</b>	<b>108,107.00</b>	<b>108,044.65</b>	<b>0.00</b>	<b>62.35</b>	<b>99.90</b>
DISTRICT LEGAL SERVICES	8,000.00	0.00	8,000.00	1,470.42	0.00	6,529.58	18.40
SPECIAL EDUCATION MATTERS	12,000.00	0.00	12,000.00	6,642.00	0.00	5,358.00	55.40
SCHOOL COMMITTEE COUNSEL	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00	0.00
<b>91430100 LEGAL SERVICES</b>	<b>22,500.00</b>	<b>0.00</b>	<b>22,500.00</b>	<b>8,112.42</b>	<b>0.00</b>	<b>14,387.58</b>	<b>36.10</b>
CURRICULUM DIRECTOR	122,400.00	0.00	122,400.00	132,099.92	0.00	(9,699.92)	107.90
DIRECTOR OF HEALTH/WELLNESS	0.00	22,000.00	22,000.00	23,718.00	0.00	(1,718.00)	107.80
DIRECTOR DEI/TEAM CHAIR	22,000.00	(22,000.00)	0.00	0.00	0.00	0.00	0.00
OFFICE SUPPLIES	1,000.00	0.00	1,000.00	216.73	0.00	783.27	21.70
DUES/WORKSHOPS/CONF FEES	500.00	0.00	500.00	1,244.00	0.00	(744.00)	248.80
DUES AND MEMBERSHIPS	1,000.00	0.00	1,000.00	1,505.00	0.00	(505.00)	150.50
<b>92110110 DISTRICT CURRICULUM</b>	<b>146,900.00</b>	<b>0.00</b>	<b>146,900.00</b>	<b>158,783.65</b>	<b>0.00</b>	<b>(11,883.65)</b>	<b>108.10</b>
DIRECTOR	137,632.00	0.00	137,632.00	138,405.60	0.00	(773.60)	100.60
SECRETARY	95,099.00	0.00	95,099.00	96,696.75	0.00	(1,597.75)	101.70
OFFICE EQUIPMENT MAINTENANCE	250.00	0.00	250.00	578.56	0.00	(328.56)	231.40
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	77.50	0.00	(77.50)	100.00
POSTAGE	2,000.00	0.00	2,000.00	1,175.41	0.00	824.59	58.80
SPECIAL EDUCATION EVALUATIONS	20,000.00	0.00	24,000.00	53,042.15	0.00	(29,042.15)	221.00
OFFICE SUPPLIES	1,000.00	0.00	1,000.00	1,254.75	0.00	(254.75)	125.50
IN STATE TRAVEL	1,500.00	0.00	1,500.00	22.40	0.00	1,477.60	1.50
WORKSHOPS/CONFERENCES	1,200.00	0.00	1,200.00	400.00	0.00	800.00	33.30
DUES AND MEMBERSHIPS	2,000.00	0.00	2,000.00	1,708.00	0.00	292.00	85.40
<b>92110120 SPECIAL EDUCATION DIR</b>	<b>260,681.00</b>	<b>0.00</b>	<b>264,681.00</b>	<b>293,361.12</b>	<b>0.00</b>	<b>(28,680.12)</b>	<b>110.80</b>
PRINCIPAL	138,362.00	0.00	138,362.00	133,180.34	0.00	5,181.66	96.30
ASSISTANT PRINCIPAL	100,858.00	0.00	100,858.00	101,351.90	0.00	(493.90)	100.50
SECRETARY	104,278.00	0.00	104,278.00	110,067.20	0.00	(5,789.20)	105.60
OFFICE EQUIPMENT MAINTENANCE	3,600.00	0.00	3,600.00	3,620.07	0.00	(20.07)	100.60
OTHER CONTRACTUAL SERVICES	300.00	0.00	300.00	364.07	0.00	(64.07)	121.40
POSTAGE METER/SCALE RENTAL	370.00	0.00	370.00	327.17	0.00	42.83	88.40
POSTAGE	1,100.00	0.00	1,100.00	650.28	0.00	449.72	59.10
PRINTING AND ADVERTISING	0.00	0.00	0.00	164.75	0.00	(164.75)	100.00

OFFICE SUPPLIES	2,000.00	0.00	2,000.00	1,929.54	0.00	70.46	96.50
WORKSHOPS/CONFERENCES	3,600.00	0.00	3,600.00	6,760.00	0.00	(3,160.00)	187.80
DUES AND MEMBERSHIPS	1,700.00	0.00	1,700.00	718.00	0.00	982.00	42.20
SUBSCRIPTIONS/PUBLICATIONS	80.00	0.00	80.00	350.00	0.00	(270.00)	437.50
<b>92210200 PRINCIPAL'S OFFICE</b>	<b>356,248.00</b>	<b>0.00</b>	<b>356,248.00</b>	<b>359,483.32</b>	<b>0.00</b>	<b>(3,235.32)</b>	<b>100.90</b>
PRINCIPAL	132,376.00	0.00	132,376.00	133,125.10	0.00	(749.10)	100.60
ASSISTANT PRINCIPAL	100,858.00	0.00	100,858.00	101,351.90	0.00	(493.90)	100.50
SECRETARY	99,990.00	0.00	99,990.00	97,254.02	0.00	2,735.98	97.30
OFFICE EQUIPMENT MAINTENANCE	3,000.00	0.00	3,000.00	3,092.52	0.00	(92.52)	103.10
OTHER CONTRACTUAL SERVICES	500.00	0.00	500.00	364.07	0.00	135.93	72.80
POSTAGE METER/SCALE RENTAL	250.00	0.00	250.00	475.96	0.00	(225.96)	190.40
POSTAGE	1,200.00	0.00	1,200.00	113.47	0.00	1,086.53	9.50
PRINTING AND ADVERTISING	200.00	0.00	200.00	164.75	0.00	35.25	82.40
OFFICE SUPPLIES	2,500.00	0.00	2,500.00	1,892.43	0.00	607.57	75.70
STATIONERY/ENVELOPES	50.00	0.00	50.00	19.51	0.00	30.49	39.00
OFFICE EQUIPMENT & FURNITURE	500.00	0.00	500.00	325.49	23.96	150.55	69.90
IN STATE TRAVEL	400.00	0.00	400.00	0.00	0.00	400.00	0.00
WORKSHOPS/CONFERENCES	3,000.00	0.00	3,000.00	1,107.50	0.00	1,892.50	36.90
DUES AND MEMBERSHIPS	1,200.00	0.00	1,200.00	1,196.00	0.00	4.00	99.70
SUBSCRIPTIONS/PUBLICATIONS	100.00	0.00	100.00	350.00	0.00	(250.00)	350.00
<b>92210300 PRINCIPAL'S OFFICE</b>	<b>346,124.00</b>	<b>0.00</b>	<b>346,124.00</b>	<b>340,832.72</b>	<b>23.96</b>	<b>5,267.32</b>	<b>98.50</b>
LONGEVITY	30,100.00	0.00	30,100.00	53,280.00	0.00	(23,180.00)	177.00
<b>92305100 TEACHERS - OTHER COMP</b>	<b>30,100.00</b>	<b>0.00</b>	<b>30,100.00</b>	<b>53,280.00</b>	<b>0.00</b>	<b>(23,180.00)</b>	<b>177.00</b>
TEACHER	632,961.00	0.00	632,961.00	734,307.94	0.00	(101,346.94)	116.00
<b>92305200 TEACHER SALARIES - KIN</b>	<b>632,961.00</b>	<b>0.00</b>	<b>632,961.00</b>	<b>734,307.94</b>	<b>0.00</b>	<b>(101,346.94)</b>	<b>116.00</b>
TEACHER	701,344.00	0.00	701,344.00	654,343.87	0.00	47,000.13	93.30
<b>92305201 TEACHER SALARIES - GR</b>	<b>701,344.00</b>	<b>0.00</b>	<b>701,344.00</b>	<b>654,343.87</b>	<b>0.00</b>	<b>47,000.13</b>	<b>93.30</b>
TEACHER	649,386.00	0.00	649,386.00	534,028.02	0.00	115,357.98	82.20
<b>92305202 TEACHER SALARIES - GR</b>	<b>649,386.00</b>	<b>0.00</b>	<b>649,386.00</b>	<b>534,028.02</b>	<b>0.00</b>	<b>115,357.98</b>	<b>82.20</b>
TEACHER	211,444.00	0.00	211,444.00	211,668.96	0.00	(224.96)	100.10
<b>92305203 TEACHER SALARIES/READ</b>	<b>211,444.00</b>	<b>0.00</b>	<b>211,444.00</b>	<b>211,668.96</b>	<b>0.00</b>	<b>(224.96)</b>	<b>100.10</b>
TEACHER	101,087.00	0.00	101,087.00	195,204.98	0.00	(94,117.98)	193.10
<b>92305204 TEACHER SALARIES/MATH</b>	<b>101,087.00</b>	<b>0.00</b>	<b>101,087.00</b>	<b>195,204.98</b>	<b>0.00</b>	<b>(94,117.98)</b>	<b>193.10</b>
TEACHER	89,706.00	0.00	89,706.00	136,925.42	0.00	(47,219.42)	152.60
<b>92305207 TEACHER SALARIES/ELL</b>	<b>89,706.00</b>	<b>0.00</b>	<b>89,706.00</b>	<b>136,925.42</b>	<b>0.00</b>	<b>(47,219.42)</b>	<b>152.60</b>
TEACHER	90,978.00	0.00	90,978.00	90,978.42	0.00	(0.42)	100.00
<b>92305208 TEACHER SALARIES/ART</b>	<b>90,978.00</b>	<b>0.00</b>	<b>90,978.00</b>	<b>90,978.42</b>	<b>0.00</b>	<b>(0.42)</b>	<b>100.00</b>
TEACHER	55,730.00	0.00	55,730.00	55,954.96	0.00	(224.96)	100.40
<b>92305209 TEACHER SALARIES/MUSI</b>	<b>55,730.00</b>	<b>0.00</b>	<b>55,730.00</b>	<b>55,954.96</b>	<b>0.00</b>	<b>(224.96)</b>	<b>100.40</b>
TEACHER	110,330.00	0.00	110,330.00	110,329.96	0.00	0.04	100.00
<b>92305210 TEACHER SALARIES/PHYS</b>	<b>110,330.00</b>	<b>0.00</b>	<b>110,330.00</b>	<b>110,329.96</b>	<b>0.00</b>	<b>0.04</b>	<b>100.00</b>
TEACHER	38,894.00	0.00	38,894.00	39,005.90	0.00	(111.90)	100.30
<b>92305211 SALARIES - HEALTH HOD</b>	<b>38,894.00</b>	<b>0.00</b>	<b>38,894.00</b>	<b>39,005.90</b>	<b>0.00</b>	<b>(111.90)</b>	<b>100.30</b>
TEACHER	110,330.00	0.00	110,330.00	110,454.96	0.00	(124.96)	100.10
<b>92305212 TEACHING/TECHNOLOGY -</b>	<b>110,330.00</b>	<b>0.00</b>	<b>110,330.00</b>	<b>110,454.96</b>	<b>0.00</b>	<b>(124.96)</b>	<b>100.10</b>
TEACHER	667,553.00	0.00	667,553.00	668,217.30	0.00	(664.30)	100.10
<b>92305250 SPED TEACHER SALARIES</b>	<b>667,553.00</b>	<b>0.00</b>	<b>667,553.00</b>	<b>668,217.30</b>	<b>0.00</b>	<b>(664.30)</b>	<b>100.10</b>
TEACHER	291,088.00	0.00	291,088.00	311,747.22	0.00	(20,659.22)	107.10
<b>92305257 PREK TEACHER SALARIES</b>	<b>291,088.00</b>	<b>0.00</b>	<b>291,088.00</b>	<b>311,747.22</b>	<b>0.00</b>	<b>(20,659.22)</b>	<b>107.10</b>
TEACHER	604,020.00	0.00	604,020.00	773,017.18	0.00	(168,997.18)	128.00
<b>92305303 TEACHER SALARIES - GR</b>	<b>604,020.00</b>	<b>0.00</b>	<b>604,020.00</b>	<b>773,017.18</b>	<b>0.00</b>	<b>(168,997.18)</b>	<b>128.00</b>
TEACHER	662,744.00	0.00	662,744.00	560,129.18	0.00	102,614.82	84.50
<b>92305304 TEACHER SALARIES - GR</b>	<b>662,744.00</b>	<b>0.00</b>	<b>662,744.00</b>	<b>560,129.18</b>	<b>0.00</b>	<b>102,614.82</b>	<b>84.50</b>
TEACHER	671,759.00	(19,800.00)	651,959.00	643,793.00	0.00	8,166.00	98.70
<b>92305305 TEACHER SALARIES - GR</b>	<b>671,759.00</b>	<b>(19,800.00)</b>	<b>651,959.00</b>	<b>643,793.00</b>	<b>0.00</b>	<b>8,166.00</b>	<b>98.70</b>
TEACHER	612,500.00	0.00	612,500.00	546,294.04	0.00	66,205.96	89.20
<b>92305306 TEACHER SALARIES - GR</b>	<b>612,500.00</b>	<b>0.00</b>	<b>612,500.00</b>	<b>546,294.04</b>	<b>0.00</b>	<b>66,205.96</b>	<b>89.20</b>
TEACHER	102,037.00	0.00	102,037.00	104,861.96	0.00	(2,824.96)	102.80
<b>92305312 TEACHERS/TECHNOLOGY E</b>	<b>102,037.00</b>	<b>0.00</b>	<b>102,037.00</b>	<b>104,861.96</b>	<b>0.00</b>	<b>(2,824.96)</b>	<b>102.80</b>
TEACHER	194,830.00	0.00	194,830.00	214,406.92	0.00	(19,576.92)	110.00
<b>92305313 TEACHER SALARIES/READ</b>	<b>194,830.00</b>	<b>0.00</b>	<b>194,830.00</b>	<b>214,406.92</b>	<b>0.00</b>	<b>(19,576.92)</b>	<b>110.00</b>
TEACHER	192,024.00	0.00	192,024.00	83,888.50	0.00	108,135.50	43.70
<b>92305314 TEACHER SALARIES/MATH</b>	<b>192,024.00</b>	<b>0.00</b>	<b>192,024.00</b>	<b>83,888.50</b>	<b>0.00</b>	<b>108,135.50</b>	<b>43.70</b>
TEACHER	95,141.00	0.00	95,141.00	95,140.76	0.00	0.24	100.00
<b>92305318 TEACHER SALARIES/ART</b>	<b>95,141.00</b>	<b>0.00</b>	<b>95,141.00</b>	<b>95,140.76</b>	<b>0.00</b>	<b>0.24</b>	<b>100.00</b>
TEACHER	168,927.00	0.00	168,927.00	177,927.02	0.00	(9,000.02)	105.30
<b>92305319 TEACHER SALARIES/MUSI</b>	<b>168,927.00</b>	<b>0.00</b>	<b>168,927.00</b>	<b>177,927.02</b>	<b>0.00</b>	<b>(9,000.02)</b>	<b>105.30</b>

TEACHER	102,037.00	0.00	102,037.00	104,301.96	0.00	(2,264.96)	102.20
<b>92305320 SALARIES - PHYS ED F/</b>	<b>102,037.00</b>	<b>0.00</b>	<b>102,037.00</b>	<b>104,301.96</b>	<b>0.00</b>	<b>(2,264.96)</b>	<b>102.20</b>
TEACHER	38,894.00	0.00	38,894.00	39,006.16	0.00	(112.16)	100.30
<b>92305321 SALARIES - HEALTH FK</b>	<b>38,894.00</b>	<b>0.00</b>	<b>38,894.00</b>	<b>39,006.16</b>	<b>0.00</b>	<b>(112.16)</b>	<b>100.30</b>
TEACHER	769,596.00	0.00	769,596.00	789,048.14	0.00	(19,452.14)	102.50
<b>92305350 SPED TEACHER SALARIES</b>	<b>769,596.00</b>	<b>0.00</b>	<b>769,596.00</b>	<b>789,048.14</b>	<b>0.00</b>	<b>(19,452.14)</b>	<b>102.50</b>
THERAPIST	269,867.00	0.00	269,867.00	272,909.60	0.00	(3,042.60)	101.10
MEDICAL/THERAPEUTIC SERVICES	25,000.00	0.00	25,000.00	80,910.91	0.00	(55,910.91)	323.60
INSTRUCTIONAL MATERIALS	0.00	0.00	0.00	3,259.87	0.00	(3,259.87)	100.00
<b>92320200 MEDICAL/THERAPEUTIC -</b>	<b>294,867.00</b>	<b>0.00</b>	<b>294,867.00</b>	<b>357,080.38</b>	<b>0.00</b>	<b>(62,213.38)</b>	<b>121.10</b>
THERAPIST	201,178.00	0.00	201,178.00	205,094.05	0.00	(3,916.05)	101.90
MEDICAL/THERAPEUTIC SERVICES	15,000.00	0.00	15,000.00	25,206.45	177.29	(10,383.74)	169.20
<b>92320300 MEDICAL/THERAPEUTIC -</b>	<b>216,178.00</b>	<b>0.00</b>	<b>216,178.00</b>	<b>230,300.50</b>	<b>177.29</b>	<b>(14,299.79)</b>	<b>106.60</b>
SUBSTITUTE TEACHERS-SHORT TERM	77,500.00	0.00	77,500.00	60,954.87	0.00	16,545.13	78.70
SUBSTITUTE TEACHERS-LONG TERM	0.00	0.00	0.00	460.00	0.00	(460.00)	100.00
SUBSTITUTE AIDES-SHORT TERM	0.00	0.00	0.00	5,941.30	0.00	(5,941.30)	100.00
<b>92325210 SUBSTITUTES/REGULAR E</b>	<b>77,500.00</b>	<b>0.00</b>	<b>77,500.00</b>	<b>67,356.17</b>	<b>0.00</b>	<b>10,143.83</b>	<b>86.90</b>
SUBSTITUTE TEACHERS-SHORT TERM	15,250.00	0.00	15,250.00	5,492.50	0.00	9,757.50	36.00
SUBSTITUTE AIDES-SHORT TERM	0.00	0.00	0.00	17,885.50	0.00	(17,885.50)	100.00
<b>92325220 SUBSTITUTES/SPECIAL ED</b>	<b>15,250.00</b>	<b>0.00</b>	<b>15,250.00</b>	<b>23,378.00</b>	<b>0.00</b>	<b>(8,128.00)</b>	<b>153.30</b>
SUBSTITUTE TEACHERS-SHORT TERM	89,000.00	0.00	89,000.00	76,455.29	0.00	12,544.71	85.90
SUBSTITUTE TEACHERS-LONG TERM	0.00	0.00	0.00	365.16	0.00	(365.16)	100.00
SUBSTITUTE AIDES-SHORT TERM	0.00	0.00	0.00	852.00	0.00	(852.00)	100.00
<b>92325310 SUBSTITUTES/REGULAR E</b>	<b>89,000.00</b>	<b>0.00</b>	<b>89,000.00</b>	<b>77,672.45</b>	<b>0.00</b>	<b>11,327.55</b>	<b>87.30</b>
SUBSTITUTE TEACHERS-SHORT TERM	23,250.00	0.00	23,250.00	14,595.60	0.00	8,654.40	62.80
SUBSTITUTE AIDES-SHORT TERM	0.00	0.00	0.00	29,578.45	0.00	(29,578.45)	100.00
<b>92325320 SUBSTITUTES/SPECIAL ED</b>	<b>23,250.00</b>	<b>0.00</b>	<b>23,250.00</b>	<b>44,174.05</b>	<b>0.00</b>	<b>(20,924.05)</b>	<b>190.00</b>
EDUCATIONAL SERVICES	60,000.00	0.00	60,000.00	68,395.50	0.00	(8,395.50)	114.00
<b>92330153 SUMMER PRESCHOOL</b>	<b>60,000.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>68,395.50</b>	<b>0.00</b>	<b>(8,395.50)</b>	<b>114.00</b>
EDUCATIONAL SERVICES	60,000.00	0.00	60,000.00	45,742.38	0.00	14,257.62	76.20
<b>92330154 SUMMER CAMP</b>	<b>60,000.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>45,742.38</b>	<b>0.00</b>	<b>14,257.62</b>	<b>76.20</b>
INSTRUCTIONAL AIDES	218,589.00	0.00	218,589.00	197,136.90	0.00	21,452.10	90.20
<b>92330208 AIDES/KINDERGARTEN -</b>	<b>218,589.00</b>	<b>0.00</b>	<b>218,589.00</b>	<b>197,136.90</b>	<b>0.00</b>	<b>21,452.10</b>	<b>90.20</b>
INSTRUCTIONAL AIDES	25,058.00	0.00	25,058.00	0.00	0.00	25,058.00	0.00
<b>92330210 AIDES/REGULAR EDUCATION</b>	<b>25,058.00</b>	<b>0.00</b>	<b>25,058.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,058.00</b>	<b>0.00</b>
AIDES/TUTORS	400,000.00	0.00	400,000.00	386,884.09	0.00	13,115.91	96.70
<b>92330220 AIDES/SPECIAL EDUCATION</b>	<b>400,000.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>386,884.09</b>	<b>0.00</b>	<b>13,115.91</b>	<b>96.70</b>
AIDES/TUTORS	225,000.00	0.00	225,000.00	293,614.43	0.00	(68,614.43)	130.50
<b>92330227 PRESCHOOL AIDES</b>	<b>225,000.00</b>	<b>0.00</b>	<b>225,000.00</b>	<b>293,614.43</b>	<b>0.00</b>	<b>(68,614.43)</b>	<b>130.50</b>
INSTRUCTIONAL AIDES	43,756.00	0.00	43,756.00	0.00	0.00	43,756.00	0.00
<b>92330310 AIDES/REGULAR EDUCATION</b>	<b>43,756.00</b>	<b>0.00</b>	<b>43,756.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43,756.00</b>	<b>0.00</b>
AIDES/TUTORS	470,720.00	4,000.00	474,720.00	441,315.21	0.00	33,404.79	93.00
<b>92330320 AIDES/SPECIAL EDUCATION</b>	<b>470,720.00</b>	<b>4,000.00</b>	<b>474,720.00</b>	<b>441,315.21</b>	<b>0.00</b>	<b>33,404.79</b>	<b>93.00</b>
LIBRARIAN	80,870.00	0.00	80,870.00	81,123.38	0.00	(253.38)	100.30
INSTRUCTIONAL AIDES	14,254.00	0.00	14,254.00	14,862.90	0.00	(608.90)	104.30
<b>92340255 LIBRARY/MEDIA CENTER</b>	<b>95,124.00</b>	<b>0.00</b>	<b>95,124.00</b>	<b>95,986.28</b>	<b>0.00</b>	<b>(862.28)</b>	<b>100.90</b>
LIBRARIAN	102,037.00	0.00	102,037.00	102,037.00	0.00	0.00	100.00
INSTRUCTIONAL AIDES	7,343.00	0.00	7,343.00	12,062.12	0.00	(4,719.12)	164.30
<b>92340355 LIBRARY/MEDIA CENTER</b>	<b>109,380.00</b>	<b>0.00</b>	<b>109,380.00</b>	<b>114,099.12</b>	<b>0.00</b>	<b>(4,719.12)</b>	<b>104.30</b>
STIPENDS	35,000.00	4,000.00	39,000.00	51,252.13	0.00	(12,252.13)	131.40
<b>92354100 DISTRICT PD STIPENDS</b>	<b>35,000.00</b>	<b>4,000.00</b>	<b>39,000.00</b>	<b>51,252.13</b>	<b>0.00</b>	<b>(12,252.13)</b>	<b>131.40</b>
DUES/WORKSHOPS/CONF FEES	18,000.00	0.00	18,000.00	125.00	0.00	17,875.00	0.70
<b>92356100 DISTRICT - STAFF ATTE</b>	<b>18,000.00</b>	<b>0.00</b>	<b>18,000.00</b>	<b>125.00</b>	<b>0.00</b>	<b>17,875.00</b>	<b>0.70</b>
DUES/WORKSHOPS/CONF FEES	22,000.00	0.00	22,000.00	26,520.50	196.39	(4,716.89)	121.40
TUITION REIMBURSEMENT	1,750.00	0.00	1,750.00	0.00	0.00	1,750.00	0.00
<b>92356210 HOD - STAFF ATTEND PD</b>	<b>23,750.00</b>	<b>0.00</b>	<b>23,750.00</b>	<b>26,520.50</b>	<b>196.39</b>	<b>(2,966.89)</b>	<b>112.50</b>
DUES/WORKSHOPS/CONF FEES	28,000.00	0.00	28,000.00	21,318.44	1,964.67	4,716.89	83.20
TUITION REIMBURSEMENT	500.00	0.00	500.00	0.00	0.00	500.00	0.00
<b>92356310 FK - STAFF ATTEND PD</b>	<b>28,500.00</b>	<b>0.00</b>	<b>28,500.00</b>	<b>21,318.44</b>	<b>1,964.67</b>	<b>5,216.89</b>	<b>81.70</b>
EDUCATIONAL SERVICES	20,550.00	0.00	20,550.00	3,362.00	0.00	17,188.00	16.40
OTHER DEPARTMENTAL EXPENSES	800.00	0.00	800.00	721.50	0.00	78.50	90.20
<b>92358100 DISTRICT - OUTIDE PD</b>	<b>21,350.00</b>	<b>0.00</b>	<b>21,350.00</b>	<b>4,083.50</b>	<b>0.00</b>	<b>17,266.50</b>	<b>19.10</b>
DUES AND MEMBERSHIPS	1,750.00	0.00	1,750.00	1,269.00	0.00	481.00	72.50
OTHER DEPARTMENTAL EXPENSES	750.00	0.00	750.00	0.00	0.00	750.00	0.00
<b>92358210 HOD - OUTSIDE PD PROV</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>1,269.00</b>	<b>0.00</b>	<b>1,231.00</b>	<b>50.80</b>
TRAINING SERVICES	2,500.00	0.00	2,500.00	3,163.75	0.00	(663.75)	126.60
<b>92358220 SPED/HOD - OUTSIDE PD</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>3,163.75</b>	<b>0.00</b>	<b>(663.75)</b>	<b>126.60</b>

DUES AND MEMBERSHIPS	800.00	0.00	800.00	750.00	0.00	50.00	93.80
<b>92358310 FK - OUTSIDE PD PROVI</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>750.00</b>	<b>0.00</b>	<b>50.00</b>	<b>93.80</b>
TRAINING SERVICES	2,500.00	0.00	2,500.00	2,998.00	700.00	(1,198.00)	147.90
<b>92358320 SPED/FK - OUTSIDE PD</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>2,998.00</b>	<b>700.00</b>	<b>(1,198.00)</b>	<b>147.90</b>
KINDERGARTEN TEXTBOOKS	4,000.00	(3,000.00)	1,000.00	1,381.56	0.00	(381.56)	138.20
<b>92410200 TEXTBOOKS - KINDERGARTEN</b>	<b>4,000.00</b>	<b>(3,000.00)</b>	<b>1,000.00</b>	<b>1,381.56</b>	<b>0.00</b>	<b>(381.56)</b>	<b>138.20</b>
HEALTH TEXTBOOKS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>92410211 TEXTBOOKS/HEALTH - HO</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>
READING/GR 1 TEXTBOOKS	1,400.00	(1,000.00)	400.00	1,040.19	0.00	(640.19)	260.00
<b>92410231 TEXTBOOKS/READING - G</b>	<b>1,400.00</b>	<b>(1,000.00)</b>	<b>400.00</b>	<b>1,040.19</b>	<b>0.00</b>	<b>(640.19)</b>	<b>260.00</b>
READING/GR 2 TEXTBOOKS	1,400.00	(1,000.00)	400.00	1,209.11	0.00	(809.11)	302.30
<b>92410232 TEXTBOOKS/READING - G</b>	<b>1,400.00</b>	<b>(1,000.00)</b>	<b>400.00</b>	<b>1,209.11</b>	<b>0.00</b>	<b>(809.11)</b>	<b>302.30</b>
SOCIAL STUDIES/GR 1 TEXTBOOKS	900.00	(500.00)	400.00	0.00	0.00	400.00	0.00
<b>92410261 TEXTBOOKS/SOC STUDIES</b>	<b>900.00</b>	<b>(500.00)</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>	<b>0.00</b>
SOCIAL STUDIES/GR 2 TEXTBOOKS	900.00	(500.00)	400.00	0.00	0.00	400.00	0.00
<b>92410262 TEXTBOOKS/SOC STUDIES</b>	<b>900.00</b>	<b>(500.00)</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>	<b>0.00</b>
ELL TEXTBOOKS	300.00	0.00	300.00	0.00	0.00	300.00	0.00
<b>92410270 TEXTBOOKS/SPANISH - H</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
GENERAL/GR 5 TEXTBOOKS	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00	0.00
<b>92410305 TXTBKS-GENERAL GR 5-F</b>	<b>1,200.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>0.00</b>
READING/GR 3 TEXTBOOKS	0.00	0.00	0.00	3,064.83	0.00	(3,064.83)	100.00
<b>92410333 TEXTBOOKS/READING - G</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,064.83</b>	<b>0.00</b>	<b>(3,064.83)</b>	<b>100.00</b>
READING/GR 4 TEXTBOOKS	0.00	0.00	0.00	3,359.27	0.00	(3,359.27)	100.00
<b>92410334 TEXTBOOKS/READING - G</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,359.27</b>	<b>0.00</b>	<b>(3,359.27)</b>	<b>100.00</b>
READING/GR 5 TEXTBOOKS	6,700.00	0.00	6,700.00	978.79	0.00	5,721.21	14.60
<b>92410335 TEXTBOOKS/READING - G</b>	<b>6,700.00</b>	<b>0.00</b>	<b>6,700.00</b>	<b>978.79</b>	<b>0.00</b>	<b>5,721.21</b>	<b>14.60</b>
READING/GR 6 TEXTBOOKS	0.00	0.00	0.00	808.71	0.00	(808.71)	100.00
<b>92410336 TEXTBOOKS/READING - G</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>808.71</b>	<b>0.00</b>	<b>(808.71)</b>	<b>100.00</b>
BOUND BOOKS	7,000.00	(2,500.00)	4,500.00	3,251.39	0.00	1,248.61	72.30
OTHER LIBRARY SUPPLIES	1,500.00	0.00	1,500.00	1,831.08	0.00	(331.08)	122.10
SAILS MEMBERSHIP	3,358.00	0.00	3,358.00	3,357.65	0.00	0.35	100.00
<b>92415255 LIBRARY/INST MATERIAL</b>	<b>11,858.00</b>	<b>(2,500.00)</b>	<b>9,358.00</b>	<b>8,440.12</b>	<b>0.00</b>	<b>917.88</b>	<b>90.20</b>
BOUND BOOKS	3,500.00	0.00	3,500.00	3,417.69	0.00	82.31	97.60
PERIODICALS AND NEWSPAPERS	900.00	0.00	900.00	932.00	0.00	(32.00)	103.60
OTHER LIBRARY SUPPLIES	1,500.00	0.00	1,500.00	1,010.11	0.00	489.89	67.30
SAILS MEMBERSHIP	4,000.00	0.00	4,000.00	3,357.65	0.00	642.35	83.90
<b>92415355 LIBRARY/INST MATERIAL</b>	<b>9,900.00</b>	<b>0.00</b>	<b>9,900.00</b>	<b>8,717.45</b>	<b>0.00</b>	<b>1,182.55</b>	<b>88.10</b>
OFFICE EQUIPMENT MAINTENANCE	9,000.00	0.00	9,000.00	7,064.14	0.00	1,935.86	78.50
<b>92420200 INSTRUCTIONAL EQUIPMENT</b>	<b>9,000.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>7,064.14</b>	<b>0.00</b>	<b>1,935.86</b>	<b>78.50</b>
OFFICE EQUIPMENT MAINTENANCE	1,500.00	0.00	1,500.00	1,170.18	0.00	329.82	78.00
<b>92420220 HOD/SPED INSTR EQUIPMENT</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,170.18</b>	<b>0.00</b>	<b>329.82</b>	<b>78.00</b>
OFFICE EQUIPMENT MAINTENANCE	10,000.00	0.00	10,000.00	7,825.58	0.00	2,174.42	78.30
<b>92420300 INSTRUCTIONAL EQUIPMENT</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>7,825.58</b>	<b>0.00</b>	<b>2,174.42</b>	<b>78.30</b>
OFFICE EQUIPMENT MAINTENANCE	1,500.00	0.00	1,500.00	1,170.18	0.00	329.82	78.00
<b>92420320 SPED/FK INSTR EQUIPMENT</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,170.18</b>	<b>0.00</b>	<b>329.82</b>	<b>78.00</b>
INSTRUCTIONAL MATERIALS	30,000.00	0.00	30,000.00	30,206.40	0.00	(206.40)	100.70
<b>92430100 CURRICULUM ADOPTION</b>	<b>30,000.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>30,206.40</b>	<b>0.00</b>	<b>(206.40)</b>	<b>100.70</b>
OTHER EDUCATIONAL SUPPLIES	250.00	0.00	250.00	73.16	0.00	176.84	29.30
<b>92430153 SUPPLIES-SUMMER PRESC</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>73.16</b>	<b>0.00</b>	<b>176.84</b>	<b>29.30</b>
OTHER EDUCATIONAL SUPPLIES	300.00	0.00	300.00	951.20	0.00	(651.20)	317.10
<b>92430154 SUPPLIES-SUMMER CAMP</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>951.20</b>	<b>0.00</b>	<b>(651.20)</b>	<b>317.10</b>
OFFICE EQUIPMENT & FURNITURE	1,500.00	0.00	1,500.00	864.08	0.00	635.92	57.60
INSTRUCTIONAL MATERIALS	3,000.00	0.00	3,000.00	8,593.44	0.00	(5,593.44)	286.40
<b>92430200 GENERAL SUPPLIES/CLASS</b>	<b>4,500.00</b>	<b>0.00</b>	<b>4,500.00</b>	<b>9,457.52</b>	<b>0.00</b>	<b>(4,957.52)</b>	<b>210.20</b>
GR 1 INSTRUCTIONAL MATERIALS	1,767.00	0.00	1,767.00	2,369.06	0.00	(602.06)	134.10
<b>92430201 SUPPLIES-GENERAL GR 1</b>	<b>1,767.00</b>	<b>0.00</b>	<b>1,767.00</b>	<b>2,369.06</b>	<b>0.00</b>	<b>(602.06)</b>	<b>134.10</b>
GR 2 INSTRUCTIONAL MATERIALS	2,500.00	0.00	2,500.00	6,888.44	0.00	(4,388.44)	275.50
<b>92430202 SUPPLIES-GENERAL GR 2</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>6,888.44</b>	<b>0.00</b>	<b>(4,388.44)</b>	<b>275.50</b>
KINDERGARTEN INSTR MATERIALS	5,000.00	0.00	5,000.00	4,256.74	0.00	743.26	85.10
<b>92430208 SUPPLIES-KINDERGARTEN</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>4,256.74</b>	<b>0.00</b>	<b>743.26</b>	<b>85.10</b>
PHYSICAL ED INSTR MATERIALS	800.00	0.00	800.00	8.62	0.00	791.38	1.10
<b>92430210 GEN SUPPLIES/PHYSICAL</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>8.62</b>	<b>0.00</b>	<b>791.38</b>	<b>1.10</b>
HEALTH INSTR MATERIALS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>92430211 GEN SUPPLIES/HEALTH -</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>
ENGLISH/GR 1 INSTR MATERIALS	375.00	0.00	375.00	0.00	0.00	375.00	0.00
<b>92430221 GEN SUPPLIES/ENGLISH</b>	<b>375.00</b>	<b>0.00</b>	<b>375.00</b>	<b>0.00</b>	<b>0.00</b>	<b>375.00</b>	<b>0.00</b>
ENGLISH/GR 2 INSTR MATERIALS	0.00	0.00	0.00	789.53	0.00	(789.53)	100.00

<b>92430222 GEN SUPPLIES/ENGLISH</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>789.53</b>	<b>0.00</b>	<b>(789.53)</b>	<b>100.00</b>
READING/GR 1 INSTR MATERIALS	300.00	0.00	300.00	0.00	0.00	300.00	0.00
<b>92430231 GEN SUPPLIES/READING</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
READING/GR 2 INSTR MATERIALS	300.00	0.00	300.00	0.00	0.00	300.00	0.00
<b>92430232 GEN SUPPLIES/READING</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
MATH/GR 1 INSTR MATERIALS	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>92430241 GEN SUPPLIES/MATH - G</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
MATH/GR 2 INSTR MATERIALS	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>92430242 GEN SUPPLIES/MATH - G</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
SCIENCE/GR 1 INSTR MATERIALS	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>92430251 GEN SUPPLIES-SCIENCE/</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
SCIENCE/GR 2 INSTR MATERIALS	250.00	0.00	250.00	135.00	0.00	115.00	54.00
<b>92430252 GEN SUPPLIES/SCIENCE</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>135.00</b>	<b>0.00</b>	<b>115.00</b>	<b>54.00</b>
SOC STUDIES/GR 1 INSTR MATLS	520.00	0.00	520.00	0.00	0.00	520.00	0.00
<b>92430261 GEN SUPPLIES/SOC STUD</b>	<b>520.00</b>	<b>0.00</b>	<b>520.00</b>	<b>0.00</b>	<b>0.00</b>	<b>520.00</b>	<b>0.00</b>
SOC STUDIES/GR 2 INSTR MATLS	520.00	0.00	520.00	0.00	0.00	520.00	0.00
<b>92430262 GEN SUPPLIES/SOC STUD</b>	<b>520.00</b>	<b>0.00</b>	<b>520.00</b>	<b>0.00</b>	<b>0.00</b>	<b>520.00</b>	<b>0.00</b>
ELL INSTR MATERIALS	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>92430270 GEN SUPPLIES/ELL - HO</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
ART INSTR MATERIALS	2,000.00	(1,000.00)	1,000.00	0.00	0.00	1,000.00	0.00
<b>92430280 GENERAL SUPPLIES/ART</b>	<b>2,000.00</b>	<b>(1,000.00)</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>
MUSIC INSTR MATERIALS	1,000.00	(500.00)	500.00	0.00	0.00	500.00	0.00
<b>92430290 GEN SUPPLIES/MUSIC -</b>	<b>1,000.00</b>	<b>(500.00)</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>
SPED INSTRUCTIONAL MATERIALS	4,700.00	(2,500.00)	2,200.00	5,667.37	0.00	(3,467.37)	257.60
SPED TESTING MATERIALS	4,050.00	0.00	4,050.00	2,236.56	0.00	1,813.44	55.20
<b>92430295 GENERAL SUPPLIES/SPED</b>	<b>8,750.00</b>	<b>(2,500.00)</b>	<b>6,250.00</b>	<b>7,903.93</b>	<b>0.00</b>	<b>(1,653.93)</b>	<b>126.50</b>
COPIER SUPPLIES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	0.00
INSTRUCTIONAL MATERIALS	7,500.00	0.00	7,500.00	17,353.73	0.00	(9,853.73)	231.40
<b>92430300 GENERAL SUPPLIES/CLAS</b>	<b>10,500.00</b>	<b>0.00</b>	<b>10,500.00</b>	<b>17,353.73</b>	<b>0.00</b>	<b>(6,853.73)</b>	<b>165.30</b>
GR 3 INSTRUCTIONAL MATERIALS	4,000.00	0.00	4,000.00	6,469.15	0.00	(2,469.15)	161.70
<b>92430303 SUPPLIES/FC-GRADE 3</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>6,469.15</b>	<b>0.00</b>	<b>(2,469.15)</b>	<b>161.70</b>
GR 4 INSTRUCTIONAL MATERIALS	4,000.00	(1,500.00)	2,500.00	1,694.26	0.00	805.74	67.80
<b>92430304 SUPPLIES/FC-GRADE 4</b>	<b>4,000.00</b>	<b>(1,500.00)</b>	<b>2,500.00</b>	<b>1,694.26</b>	<b>0.00</b>	<b>805.74</b>	<b>67.80</b>
GR 5 INSTRUCTIONAL MATERIALS	4,500.00	(3,500.00)	1,000.00	396.86	0.00	603.14	39.70
<b>92430305 SUPPLIES/FC-GRADE 5</b>	<b>4,500.00</b>	<b>(3,500.00)</b>	<b>1,000.00</b>	<b>396.86</b>	<b>0.00</b>	<b>603.14</b>	<b>39.70</b>
GR 6 INSTRUCTIONAL MATERIALS	4,500.00	(3,500.00)	1,000.00	648.45	0.00	351.55	64.80
<b>92430306 SUPPLIES/FC-GRADE 6</b>	<b>4,500.00</b>	<b>(3,500.00)</b>	<b>1,000.00</b>	<b>648.45</b>	<b>0.00</b>	<b>351.55</b>	<b>64.80</b>
PHYSICAL ED INSTR MATERIALS	800.00	0.00	800.00	0.00	0.00	800.00	0.00
<b>92430310 GEN SUPPLIES/PHYSICAL</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>800.00</b>	<b>0.00</b>
HEALTH INSTR MATERIALS	100.00	0.00	100.00	0.00	0.00	100.00	0.00
<b>92430311 GEN SUPPLIES/HEALTH -</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>
ENGLISH/GR 3 INSTR MATERIALS	3,000.00	0.00	3,000.00	2,094.68	0.00	905.32	69.80
<b>92430323 GEN SUPPLIES/ENGLISH</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>2,094.68</b>	<b>0.00</b>	<b>905.32</b>	<b>69.80</b>
ENGLISH/GR 4 INSTR MATERIALS	3,000.00	(750.00)	2,250.00	0.00	0.00	2,250.00	0.00
<b>92430324 GEN SUPPLIES/ENGLISH</b>	<b>3,000.00</b>	<b>(750.00)</b>	<b>2,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,250.00</b>	<b>0.00</b>
ENGLISH/GR 5 INSTR MATERIALS	1,000.00	0.00	1,000.00	34.99	0.00	965.01	3.50
<b>92430325 GEN SUPPLIES/ENGLISH</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>34.99</b>	<b>0.00</b>	<b>965.01</b>	<b>3.50</b>
ENGLISH/GR 6 INSTR MATERIALS	1,000.00	(750.00)	250.00	0.00	0.00	250.00	0.00
<b>92430326 GEN SUPPLIES/ENGLISH</b>	<b>1,000.00</b>	<b>(750.00)</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
READING/GR 3 INSTR MATERIALS	800.00	0.00	800.00	392.38	0.00	407.62	49.00
<b>92430333 GEN SUPPLIES/READING</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>392.38</b>	<b>0.00</b>	<b>407.62</b>	<b>49.00</b>
READING/GR 4 INSTR MATERIALS	800.00	0.00	800.00	392.40	0.00	407.60	49.10
<b>92430334 GEN SUPPLIES/READING</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>392.40</b>	<b>0.00</b>	<b>407.60</b>	<b>49.10</b>
READING/GR 5 INSTR MATERIALS	800.00	0.00	800.00	392.40	0.00	407.60	49.10
<b>92430335 GEN SUPPLIES/READING</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>392.40</b>	<b>0.00</b>	<b>407.60</b>	<b>49.10</b>
READING/GR 6 INSTR MATERIALS	800.00	0.00	800.00	1,322.89	0.00	(522.89)	165.40
<b>92430336 GEN SUPPLIES/READING</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>1,322.89</b>	<b>0.00</b>	<b>(522.89)</b>	<b>165.40</b>
MATH/GR 3 INSTR MATERIALS	375.00	0.00	375.00	16.25	0.00	358.75	4.30
<b>92430343 GEN SUPPLIES/MATH - G</b>	<b>375.00</b>	<b>0.00</b>	<b>375.00</b>	<b>16.25</b>	<b>0.00</b>	<b>358.75</b>	<b>4.30</b>
MATH/GR 4 INSTR MATERIALS	375.00	0.00	375.00	207.18	0.00	167.82	55.20
<b>92430344 GEN SUPPLIES/MATH - G</b>	<b>375.00</b>	<b>0.00</b>	<b>375.00</b>	<b>207.18</b>	<b>0.00</b>	<b>167.82</b>	<b>55.20</b>
MATH/GR 5 INSTR MATERIALS	500.00	0.00	500.00	72.85	0.00	427.15	14.60
<b>92430345 GEN SUPPLIES/MATH - G</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>72.85</b>	<b>0.00</b>	<b>427.15</b>	<b>14.60</b>
MATH/GR 6 INSTR MATERIALS	500.00	0.00	500.00	16.25	0.00	483.75	3.30
<b>92430346 GEN SUPPLIES/MATH - G</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>16.25</b>	<b>0.00</b>	<b>483.75</b>	<b>3.30</b>
SCIENCE/GR 3 INSTR MATERIALS	300.00	0.00	300.00	0.00	0.00	300.00	0.00
<b>92430353 GEN SUPPLIES/SCIENCE</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>

SCIENCE/GR 4 INSTR MATERIALS	400.00	0.00	400.00	0.00	0.00	400.00	0.00
<b>92430354 GEN SUPPLIES/SCIENCE</b>	<b>400.00</b>	<b>0.00</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>	<b>0.00</b>
SCIENCE/GR 5 INSTR MATERIALS	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>92430355 GEN SUPPLIES/SCIENCE</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
SCIENCE/GR 6 INSTR MATERIALS	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>92430356 GEN SUPPLIES/SCIENCE</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
SOC STUDIES/GR 3 INSTR MATLS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>92430363 GEN SUPPLIES/SOC STUD</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>
SOC STUDIES/GR 4 INSTR MATLS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>92430364 GEN SUPPLIES/SOC STUD</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>
SOC STUDIES/GR 5 INSTR MATLS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>92430365 GEN SUPPLIES/SOC STUD</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>
SOC STUDIES/GR 6 INSTR MATLS	200.00	0.00	200.00	0.00	0.00	200.00	0.00
<b>92430366 GEN SUPPLIES/SOC STUD</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>
ART INSTR MATERIALS	4,000.00	0.00	4,000.00	3,098.54	0.00	901.46	77.50
<b>92430380 GEN SUPPLIES/ART - FK</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>3,098.54</b>	<b>0.00</b>	<b>901.46</b>	<b>77.50</b>
MUSIC INSTR MATERIALS	5,000.00	0.00	5,000.00	4,049.38	0.00	950.62	81.00
<b>92430390 GEN SUPPLIES/MUSIC -</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>4,049.38</b>	<b>0.00</b>	<b>950.62</b>	<b>81.00</b>
SPED INSTRUCTIONAL MATERIALS	5,000.00	(2,500.00)	2,500.00	4,049.81	0.00	(1,549.81)	162.00
SPED TESTING MATERIALS	3,500.00	0.00	3,500.00	2,691.76	299.20	509.04	85.50
<b>92430395 GENERAL SUPPLIES/SPED</b>	<b>8,500.00</b>	<b>(2,500.00)</b>	<b>6,000.00</b>	<b>6,741.57</b>	<b>299.20</b>	<b>(1,040.77)</b>	<b>117.30</b>
STIPENDS	0.00	0.00	0.00	92.50	0.00	(92.50)	100.00
<b>92440107 OTHER INSTR SVCS ELL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>92.50</b>	<b>0.00</b>	<b>(92.50)</b>	<b>100.00</b>
OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	3,834.56	0.00	(3,834.56)	100.00
TRANSLATIONS	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
<b>92440210 OTHER INST SERVICES/R</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>3,834.56</b>	<b>0.00</b>	<b>1,165.44</b>	<b>76.70</b>
EDUCATIONAL SERVICES	0.00	0.00	0.00	1,254.00	0.00	(1,254.00)	100.00
<b>92440220 OTHER INST SERVICES/S</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,254.00</b>	<b>0.00</b>	<b>(1,254.00)</b>	<b>100.00</b>
TUTORING SERVICES	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00	0.00
OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	4,889.41	0.00	(4,889.41)	100.00
<b>92440310 OTHER INST SERVICES/R</b>	<b>5,500.00</b>	<b>0.00</b>	<b>5,500.00</b>	<b>4,889.41</b>	<b>0.00</b>	<b>610.59</b>	<b>88.90</b>
EDUCATIONAL SERVICES	0.00	0.00	0.00	1,182.75	0.00	(1,182.75)	100.00
TRANSLATIONS	0.00	0.00	0.00	1,942.82	0.00	(1,942.82)	100.00
<b>92440320 OTHER INST SERVICES/S</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,125.57</b>	<b>0.00</b>	<b>(3,125.57)</b>	<b>100.00</b>
TECHNOLOGY SERVICES	900.00	0.00	900.00	99.00	0.00	801.00	11.00
TECHNOLOGY SUPPLIES	7,000.00	0.00	7,000.00	1,150.28	0.00	5,849.72	16.40
TECHNOLOGY HARDWARE	9,500.00	0.00	9,500.00	1,378.10	0.00	8,121.90	14.50
<b>92451250 CLASSROOM INST TECH/R</b>	<b>17,400.00</b>	<b>0.00</b>	<b>17,400.00</b>	<b>2,627.38</b>	<b>0.00</b>	<b>14,772.62</b>	<b>15.10</b>
TECHNOLOGY SUPPLIES	3,500.00	0.00	3,500.00	1,367.83	0.00	2,132.17	39.10
TECHNOLOGY HARDWARE	0.00	0.00	0.00	137.50	0.00	(137.50)	100.00
<b>92451252 CLASSROOM INST TECH/S</b>	<b>3,500.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>1,505.33</b>	<b>0.00</b>	<b>1,994.67</b>	<b>43.00</b>
TECHNOLOGY SERVICES	900.00	0.00	900.00	99.00	0.00	801.00	11.00
TECHNOLOGY SUPPLIES	7,000.00	0.00	7,000.00	1,455.92	0.00	5,544.08	20.80
TECHNOLOGY HARDWARE	9,500.00	0.00	9,500.00	4,117.46	0.00	5,382.54	43.30
<b>92451350 CLASSROOM INST TECH/R</b>	<b>17,400.00</b>	<b>0.00</b>	<b>17,400.00</b>	<b>5,672.38</b>	<b>0.00</b>	<b>11,727.62</b>	<b>32.60</b>
TECHNOLOGY SUPPLIES	2,500.00	0.00	2,500.00	83.79	0.00	2,416.21	3.40
<b>92451352 CLASSROOM INST TECH/S</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>83.79</b>	<b>0.00</b>	<b>2,416.21</b>	<b>3.40</b>
TECHNOLOGY SOFTWARE	25,900.00	0.00	25,900.00	30,667.12	0.00	(4,767.12)	118.40
<b>92455250 INSTRUCTIONAL SOFTWARE</b>	<b>25,900.00</b>	<b>0.00</b>	<b>25,900.00</b>	<b>30,667.12</b>	<b>0.00</b>	<b>(4,767.12)</b>	<b>118.40</b>
TECHNOLOGY SOFTWARE	7,580.00	0.00	7,580.00	7,704.29	0.00	(124.29)	101.60
<b>92455252 INST SOFTWARE/SPED -</b>	<b>7,580.00</b>	<b>0.00</b>	<b>7,580.00</b>	<b>7,704.29</b>	<b>0.00</b>	<b>(124.29)</b>	<b>101.60</b>
TECHNOLOGY SOFTWARE	2,200.00	19,800.00	22,000.00	31,044.63	0.00	(9,044.63)	141.10
<b>92455350 INSTRUCTIONAL SOFTWARE</b>	<b>2,200.00</b>	<b>19,800.00</b>	<b>22,000.00</b>	<b>31,044.63</b>	<b>0.00</b>	<b>(9,044.63)</b>	<b>141.10</b>
TECHNOLOGY SOFTWARE	5,840.00	0.00	5,840.00	3,438.38	0.00	2,401.62	58.90
<b>92455352 INST SOFTWARE/SPED -</b>	<b>5,840.00</b>	<b>0.00</b>	<b>5,840.00</b>	<b>3,438.38</b>	<b>0.00</b>	<b>2,401.62</b>	<b>58.90</b>
ADJUSTMENT COUNSELOR	160,330.00	0.00	160,330.00	110,789.96	0.00	49,540.04	69.10
OTHER EDUCATIONAL SUPPLIES	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00	0.00
<b>92710200 GUIDANCE SERVICES - H</b>	<b>161,430.00</b>	<b>0.00</b>	<b>161,430.00</b>	<b>110,789.96</b>	<b>0.00</b>	<b>50,640.04</b>	<b>68.60</b>
ADJUSTMENT COUNSELOR	111,019.00	0.00	111,019.00	110,499.22	0.00	519.78	99.50
OTHER EDUCATIONAL SUPPLIES	100.00	0.00	100.00	26.98	0.00	73.02	27.00
<b>92710300 GUIDANCE SERVICES - F</b>	<b>111,119.00</b>	<b>0.00</b>	<b>111,119.00</b>	<b>110,526.20</b>	<b>0.00</b>	<b>592.80</b>	<b>99.50</b>
OTHER EDUCATIONAL SUPPLIES	3,700.00	0.00	3,700.00	0.00	0.00	3,700.00	0.00
<b>92720200 TESTING &amp; ASSESSMENT</b>	<b>3,700.00</b>	<b>0.00</b>	<b>3,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,700.00</b>	<b>0.00</b>
PSYCHOLOGIST	122,690.00	0.00	122,690.00	110,329.96	0.00	12,360.04	89.90
<b>92800200 PSYCHOLOGICAL SERVICE</b>	<b>122,690.00</b>	<b>0.00</b>	<b>122,690.00</b>	<b>110,329.96</b>	<b>0.00</b>	<b>12,360.04</b>	<b>89.90</b>
PSYCHOLOGIST	189,396.00	0.00	189,396.00	189,395.96	0.00	0.04	100.00
<b>92800300 PSYCHOLOGICAL SERVICE</b>	<b>189,396.00</b>	<b>0.00</b>	<b>189,396.00</b>	<b>189,395.96</b>	<b>0.00</b>	<b>0.04</b>	<b>100.00</b>

NURSE	61,710.00	0.00	61,710.00	66,610.29	0.00	(4,900.29)	107.90
SUBSTITUTE - OTHER	500.00	0.00	500.00	787.50	0.00	(287.50)	157.50
PHYSICIAN	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00	100.00
HEALTH/MEDICAL SUPPLIES	1,975.00	0.00	1,975.00	678.90	0.00	1,296.10	34.40
<b>93200200 HEALTH SERVICES - HOD</b>	<b>65,185.00</b>	<b>0.00</b>	<b>65,185.00</b>	<b>69,076.69</b>	<b>0.00</b>	<b>(3,891.69)</b>	<b>106.00</b>
NURSE	61,710.00	0.00	61,710.00	61,679.96	0.00	30.04	100.00
SUBSTITUTE - OTHER	500.00	0.00	500.00	1,775.29	0.00	(1,275.29)	355.10
PHYSICIAN	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00	100.00
HEALTH/MEDICAL SUPPLIES	1,800.00	0.00	1,800.00	811.45	0.00	988.55	45.10
TRAINING EXPENSES	250.00	0.00	250.00	0.00	0.00	250.00	0.00
<b>93200300 HEALTH SERVICES - FK</b>	<b>65,260.00</b>	<b>0.00</b>	<b>65,260.00</b>	<b>65,266.70</b>	<b>0.00</b>	<b>(6.70)</b>	<b>100.00</b>
TRANSP SOFTWARE MAINTENANCE	0.00	0.00	0.00	3,350.00	0.00	(3,350.00)	100.00
<b>93300100 TRANSPORTATION - DIST</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,350.00</b>	<b>0.00</b>	<b>(3,350.00)</b>	<b>100.00</b>
PUPIL TRANSPORTATION SERVICES	304,900.00	0.00	304,900.00	302,400.00	0.00	2,500.00	99.20
<b>93300210 TRANSPORTATION/REG ED</b>	<b>304,900.00</b>	<b>0.00</b>	<b>304,900.00</b>	<b>302,400.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>99.20</b>
PUPIL TRANSPORTATION SERVICES	20,000.00	0.00	24,500.00	97,318.40	0.00	(72,818.40)	397.20
<b>93300220 TRANSPORTATION/SPED -</b>	<b>20,000.00</b>	<b>0.00</b>	<b>24,500.00</b>	<b>97,318.40</b>	<b>0.00</b>	<b>(72,818.40)</b>	<b>397.20</b>
PUPIL TRANSPORTATION SERVICES	304,900.00	0.00	304,900.00	302,400.00	0.00	2,500.00	99.20
<b>93300310 TRANSPORTATION/REG ED</b>	<b>304,900.00</b>	<b>0.00</b>	<b>304,900.00</b>	<b>302,400.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>99.20</b>
PUPIL TRANSPORTATION SERVICES	110,500.00	0.00	115,000.00	71,648.53	0.00	43,351.47	62.30
<b>93300320 TRANSPORTATION/SPED -</b>	<b>110,500.00</b>	<b>0.00</b>	<b>115,000.00</b>	<b>71,648.53</b>	<b>0.00</b>	<b>43,351.47</b>	<b>62.30</b>
OTHER EDUCATIONAL SERVICES	3,000.00	0.00	3,000.00	548.30	0.00	2,451.70	18.30
PROGRAMS & ACTIVITIES SUPPLIES	0.00	0.00	0.00	136.66	0.00	(136.66)	100.00
<b>93520300 OTHER STUDENT ACTIVITIES</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>684.96</b>	<b>0.00</b>	<b>2,315.04</b>	<b>22.80</b>
OTHER CONTRACTUAL SERVICES	300.00	0.00	300.00	0.00	0.00	300.00	0.00
OTHER PROPERTY MAINT SUPPLIES	1,000.00	0.00	1,000.00	132.13	0.00	867.87	13.20
<b>93600200 SCHOOL SECURITY - HOD</b>	<b>1,300.00</b>	<b>0.00</b>	<b>1,300.00</b>	<b>132.13</b>	<b>0.00</b>	<b>1,167.87</b>	<b>10.20</b>
OTHER CONTRACTUAL SERVICES	500.00	0.00	500.00	0.00	0.00	500.00	0.00
OTHER PROPERTY MAINT SUPPLIES	1,500.00	0.00	1,500.00	2,429.15	0.00	(929.15)	161.90
<b>93600300 SCHOOL SECURITY - FK</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,429.15</b>	<b>0.00</b>	<b>(429.15)</b>	<b>121.50</b>
SUPERVISOR	58,752.00	0.00	58,752.00	62,208.60	0.00	(3,456.60)	105.90
DEPUTY DIRECTOR	44,139.00	0.00	44,139.00	26,581.92	0.00	17,557.08	60.20
OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	850.00	0.00	(850.00)	100.00
OFFICE SUPPLIES	1,000.00	0.00	1,000.00	749.99	0.00	250.01	75.00
WORKSHOPS/CONFERENCES	2,000.00	0.00	2,000.00	685.00	0.00	1,315.00	34.30
DUES AND MEMBERSHIPS	2,500.00	0.00	2,500.00	2,250.00	0.00	250.00	90.00
<b>94110100 DISTRICT CUSTODIAL SE</b>	<b>108,391.00</b>	<b>0.00</b>	<b>108,391.00</b>	<b>93,325.51</b>	<b>0.00</b>	<b>15,065.49</b>	<b>86.10</b>
CUSTODIANS	149,976.00	0.00	149,976.00	129,010.20	0.00	20,965.80	86.00
SEASONAL CUSTODIANS/LABORERS	0.00	0.00	0.00	2,220.00	0.00	(2,220.00)	100.00
OVERTIME - CUST/MAINT	3,500.00	0.00	3,500.00	416.94	0.00	3,083.06	11.90
PAPER PRODUCTS	6,800.00	0.00	6,800.00	6,769.79	0.00	30.21	99.60
FLOOR FINISHES	4,000.00	0.00	4,000.00	2,902.22	0.00	1,097.78	72.60
MOPS/BROOMS/ETC	1,850.00	0.00	1,850.00	667.74	0.00	1,182.26	36.10
CLEANING PRODUCTS	5,850.00	(3,500.00)	2,350.00	2,307.66	0.00	42.34	98.20
OTHER CUSTODIAL SUPPLIES	4,300.00	0.00	4,300.00	4,129.07	0.00	170.93	96.00
<b>94110200 CUSTODIAL SERVICES -</b>	<b>176,276.00</b>	<b>(3,500.00)</b>	<b>172,776.00</b>	<b>148,423.62</b>	<b>0.00</b>	<b>24,352.38</b>	<b>85.90</b>
CUSTODIANS	182,697.00	0.00	182,697.00	158,259.65	0.00	24,437.35	86.60
SEASONAL CUSTODIANS/LABORERS	0.00	0.00	0.00	1,572.50	0.00	(1,572.50)	100.00
OVERTIME - CUST/MAINT	3,500.00	0.00	3,500.00	1,131.85	0.00	2,368.15	32.30
PAPER PRODUCTS	5,000.00	0.00	5,000.00	3,877.39	0.00	1,122.61	77.50
FLOOR FINISHES	7,500.00	0.00	7,500.00	7,084.53	0.00	415.47	94.50
MOPS/BROOMS/ETC	2,975.00	(2,800.00)	175.00	167.26	0.00	7.74	95.60
CLEANING PRODUCTS	4,550.00	(2,200.00)	2,350.00	2,308.20	0.00	41.80	98.20
OTHER CUSTODIAL SUPPLIES	4,200.00	0.00	4,200.00	3,221.76	0.00	978.24	76.70
<b>94110300 CUSTODIAL SERVICES -</b>	<b>210,422.00</b>	<b>(5,000.00)</b>	<b>205,422.00</b>	<b>177,623.14</b>	<b>0.00</b>	<b>27,798.86</b>	<b>86.50</b>
WATER	9,000.00	(1,800.00)	7,200.00	7,287.53	0.00	(87.53)	101.20
TRASH PICKUP/DISPOSAL	13,350.00	(4,200.00)	9,150.00	7,163.99	0.00	1,986.01	78.30
TELEPHONE	6,200.00	0.00	6,200.00	7,126.50	0.00	(926.50)	114.90
<b>94130200 UTILITY SERVICES - HO</b>	<b>28,550.00</b>	<b>(6,000.00)</b>	<b>22,550.00</b>	<b>21,578.02</b>	<b>0.00</b>	<b>971.98</b>	<b>95.70</b>
WATER	10,000.00	0.00	10,000.00	10,035.04	0.00	(35.04)	100.40
TRASH PICKUP/DISPOSAL	13,350.00	(4,200.00)	9,150.00	6,998.99	0.00	2,151.01	76.50
TELEPHONE	11,200.00	0.00	11,200.00	9,907.42	203.60	1,088.98	90.30
<b>94130300 UTILITY SERVICES - FK</b>	<b>34,550.00</b>	<b>(4,200.00)</b>	<b>30,350.00</b>	<b>26,941.45</b>	<b>203.60</b>	<b>3,204.95</b>	<b>89.40</b>
OTHER PROPERTY MAINTENANCE	4,500.00	(2,800.00)	1,700.00	1,625.47	0.00	74.53	95.60
<b>94210200 GROUNDS MAINT - HOD</b>	<b>4,500.00</b>	<b>(2,800.00)</b>	<b>1,700.00</b>	<b>1,625.47</b>	<b>0.00</b>	<b>74.53</b>	<b>95.60</b>
OTHER PROPERTY MAINTENANCE	4,500.00	0.00	4,500.00	4,362.04	0.00	137.96	96.90
<b>94210300 GROUNDS MAINT - FK</b>	<b>4,500.00</b>	<b>0.00</b>	<b>4,500.00</b>	<b>4,362.04</b>	<b>0.00</b>	<b>137.96</b>	<b>96.90</b>

BUILDING REPAIRS & MAINTENANCE	20,100.00	(15,700.00)	4,400.00	2,578.51	1,775.00	46.49	98.90
PLUMBING SERVICE MAINTENANCE	1,600.00	0.00	1,600.00	1,370.00	0.00	230.00	85.60
ELECTRICAL SERVICE MAINTENANCE	6,500.00	0.00	6,500.00	2,857.97	0.00	3,642.03	44.00
WINDOWS & GLASS MAINTENANCE	2,000.00	(2,000.00)	0.00	0.00	0.00	0.00	0.00
OTHER PROPERTY MAINTENANCE	0.00	0.00	0.00	245.84	0.00	(245.84)	100.00
BUILDING MAINTENANCE SUPPLIES	7,250.00	(6,800.00)	450.00	385.87	0.00	64.13	85.70
PLUMBING MAINTENANCE SUPPLIES	9,000.00	(8,900.00)	100.00	23.42	0.00	76.58	23.40
LIGHTING/ELECTRICAL SUPPLIES	1,850.00	(1,700.00)	150.00	51.60	0.00	98.40	34.40
ROOF & EXTERIOR MAINT SUPPLIES	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00
<b>94220200 MAINTENANCE OF BUILDING</b>	<b>49,800.00</b>	<b>(35,100.00)</b>	<b>14,700.00</b>	<b>7,513.21</b>	<b>1,775.00</b>	<b>5,411.79</b>	<b>63.20</b>
BUILDING REPAIRS & MAINTENANCE	11,200.00	(8,700.00)	2,500.00	653.10	1,775.00	71.90	97.10
PLUMBING SERVICE MAINTENANCE	1,700.00	0.00	1,700.00	6,280.00	0.00	(4,580.00)	369.40
ELECTRICAL SERVICE MAINTENANCE	3,175.00	0.00	3,175.00	1,765.00	0.00	1,410.00	55.60
ROOF & EXTERIOR REPAIRS	2,500.00	(2,500.00)	0.00	0.00	0.00	0.00	0.00
WINDOWS & GLASS MAINTENANCE	5,600.00	(5,600.00)	0.00	0.00	0.00	0.00	0.00
OTHER PROPERTY MAINTENANCE	0.00	0.00	0.00	540.83	0.00	(540.83)	100.00
BUILDING MAINTENANCE SUPPLIES	5,325.00	(4,900.00)	425.00	333.50	0.00	91.50	78.50
PLUMBING MAINTENANCE SUPPLIES	2,500.00	0.00	2,500.00	2,726.30	0.00	(226.30)	109.10
LIGHTING/ELECTRICAL SUPPLIES	3,100.00	(2,000.00)	1,100.00	1,086.30	0.00	13.70	98.80
<b>94220300 MAINTENANCE OF BUILDING</b>	<b>35,100.00</b>	<b>(23,700.00)</b>	<b>11,400.00</b>	<b>13,385.03</b>	<b>1,775.00</b>	<b>(3,760.03)</b>	<b>133.00</b>
EQUIPMENT MAINTENANCE	1,700.00	0.00	1,700.00	3,510.00	0.00	(1,810.00)	206.50
COMMUNICATIONS EQUIPMENT MAINT	750.00	0.00	750.00	0.00	0.00	750.00	0.00
IPM CONTRACT MAINTENANCE	1,450.00	0.00	1,450.00	970.00	90.00	390.00	73.10
INTERCOM/CLOCKS MAINTENANCE	750.00	0.00	750.00	0.00	0.00	750.00	0.00
OTHER CONTRACTUAL SERVICES	500.00	0.00	500.00	0.00	0.00	500.00	0.00
EQUIPMENT MAINTENANCE SUPPLIES	600.00	0.00	600.00	0.00	0.00	600.00	0.00
CUSTODIAN EQUIP MAINT SUPPLIES	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00	0.00
INTERCOM/CLOCK SYSTEM SUPPLIES	1,200.00	0.00	1,200.00	170.98	0.00	1,029.02	14.20
OTHER EQUIPMENT MAINT SUPPLIES	2,800.00	(2,800.00)	0.00	0.00	0.00	0.00	0.00
<b>94230200 MAINTENANCE OF EQUIPM</b>	<b>10,950.00</b>	<b>(2,800.00)</b>	<b>8,150.00</b>	<b>4,650.98</b>	<b>90.00</b>	<b>3,409.02</b>	<b>58.20</b>
EQUIPMENT MAINTENANCE	2,800.00	0.00	2,800.00	5,143.55	0.00	(2,343.55)	183.70
COMMUNICATIONS EQUIPMENT MAINT	400.00	0.00	400.00	0.00	0.00	400.00	0.00
IPM CONTRACT MAINTENANCE	1,100.00	0.00	1,100.00	970.00	90.00	40.00	96.40
INTERCOM/CLOCKS MAINTENANCE	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00	0.00
OTHER CONTRACTUAL SERVICES	1,500.00	0.00	1,500.00	559.00	0.00	941.00	37.30
EQUIPMENT MAINTENANCE SUPPLIES	600.00	0.00	600.00	0.00	0.00	600.00	0.00
CUSTODIAN EQUIP MAINT SUPPLIES	4,000.00	(4,000.00)	0.00	0.00	0.00	0.00	0.00
INTERCOM/CLOCK SYSTEM SUPPLIES	1,800.00	(1,300.00)	500.00	170.98	0.00	329.02	34.20
OTHER EQUIPMENT MAINT SUPPLIES	2,700.00	(2,700.00)	0.00	0.00	0.00	0.00	0.00
<b>94230300 MAINTENANCE OF EQUIPM</b>	<b>16,400.00</b>	<b>(8,000.00)</b>	<b>8,400.00</b>	<b>6,843.53</b>	<b>90.00</b>	<b>1,466.47</b>	<b>82.50</b>
TECHNOLOGY DIRECTOR	107,161.00	0.00	107,161.00	116,120.04	0.00	(8,959.04)	108.40
COMPUTER TECHNICIANS	124,012.00	0.00	124,012.00	154,972.00	0.00	(30,960.00)	125.00
<b>94400150 TECH INFRASTRUCTURE -</b>	<b>231,173.00</b>	<b>0.00</b>	<b>231,173.00</b>	<b>271,092.04</b>	<b>0.00</b>	<b>(39,919.04)</b>	<b>117.30</b>
COMPUTER NETWORK MAINTENANCE	8,000.00	(6,900.00)	1,100.00	1,094.79	0.00	5.21	99.50
COMPUTER HARDWARE MAINTENANCE	6,000.00	(2,400.00)	3,600.00	3,586.50	0.00	13.50	99.60
COMPUTER SOFTWARE MAINTENANCE	106,000.00	(11,600.00)	94,400.00	94,369.03	0.00	30.97	100.00
COMMUNICATIONS EQUIPMENT MAINT	2,000.00	(2,000.00)	0.00	0.00	0.00	0.00	0.00
TECHNOLOGY SERVICES	2,000.00	0.00	2,000.00	750.00	0.00	1,250.00	37.50
WIRELESS PHONE	1,400.00	0.00	1,400.00	1,500.00	0.00	(100.00)	107.10
TECHNOLOGY SUPPLIES	5,000.00	0.00	5,000.00	4,101.09	0.00	898.91	82.00
IN STATE TRAVEL	200.00	0.00	200.00	148.33	0.00	51.67	74.20
DUES/WORKSHOPS/CONF FEES	3,500.00	0.00	3,500.00	2,619.00	0.00	881.00	74.80
<b>94450150 TECH INFRASTRUCTURE -</b>	<b>134,100.00</b>	<b>(22,900.00)</b>	<b>111,200.00</b>	<b>108,168.74</b>	<b>0.00</b>	<b>3,031.26</b>	<b>97.30</b>
ANNUITY CONTRIBUTION	5,000.00	0.00	5,000.00	6,000.00	0.00	(1,000.00)	120.00
SICK LEAVE BUY-BACK	30,500.00	(11,000.00)	19,500.00	18,415.00	0.00	1,085.00	94.40
<b>95200100 DISTRICT INSURANCE PR</b>	<b>35,500.00</b>	<b>(11,000.00)</b>	<b>24,500.00</b>	<b>24,415.00</b>	<b>0.00</b>	<b>85.00</b>	<b>99.70</b>
TUITION PRIVATE SCHOOLS	2,563.00	15,000.00	17,563.00	112,561.92	0.00	(94,998.92)	640.90
<b>99300120 TUITION - NONPUBLIC SCHOOL</b>	<b>2,563.00</b>	<b>15,000.00</b>	<b>17,563.00</b>	<b>112,561.92</b>	<b>0.00</b>	<b>(94,998.92)</b>	<b>640.90</b>
TUITION COLLABORATIVES	32,000.00	139,773.00	171,773.00	83,827.53	0.00	87,945.47	48.80
<b>99400120 TUITIONS TO COLLABORA</b>	<b>32,000.00</b>	<b>139,773.00</b>	<b>171,773.00</b>	<b>83,827.53</b>	<b>0.00</b>	<b>87,945.47</b>	<b>48.80</b>
<b>Expense Total</b>	<b>50,227,583.00</b>	<b>1,645,392.28</b>	<b>51,872,975.28</b>	<b>50,536,290.46</b>	<b>191,580.68</b>	<b>1,145,104.14</b>	<b>97.80</b>
<b>Grand Total</b>	<b>50,227,583.00</b>	<b>1,645,392.28</b>	<b>51,872,975.28</b>	<b>50,536,290.46</b>	<b>191,580.68</b>	<b>1,145,104.14</b>	<b>97.80</b>

## **SOUTHEASTERN REGIONAL SERVICES GROUP**

Procurement and other services are provided to the Town of Norfolk by the Southeastern Regional Services Group (SERSG) and have been since the organization's inception in 1993. Annual dues of \$4,100 support one Regional Administrator who serves twenty-seven towns and cities; the last dues increase was 2012. The Town saves this amount by devoting less skilled-staff time to common procurements and document preparation. SERSG contract prices are generally lower than state contracts and require less time to use.

Norfolk used SERSG contracts for many purchases and utilized subsidized trainings. The Town also participated in six bids with contracts that took effect between January 1, 2024 and December 31, 2025. Those contracts were for DPW Supplies, Water & Sewer Treatment Chemicals, Office Supplies, Paper, DPW Services, and Drug & Alcohol Testing.

- In 2024, contracts were secured for 18 DPW supply items, and 3 water & sewer treatment chemicals. The estimated value of these combined supply contracts is \$309,749.80.
- Norfolk saves using SERSG contracts instead of state contracts even for common purchases like fuel. This is because SERSG prices for gas and diesel fuel are \$1.50 and \$0.076 lower than the state contract prices, respectively, saving the Town \$10,980 annually for these two items alone.
- Norfolk is currently participating in a two-year office supply contract, which began providing a 57.8% discount off list price (for non-excluded items using a standard wholesaler's catalog), with ink and toner cartridges discounted by 32.8%. Norfolk spent \$26,250 on office supplies, while saving \$30,989 off list price during the year.
- The Town and schools pay competitive fixed prices for paper using a SERSG contract, which provides 15 distinct items with both recycled and non-recycled options. By the end of this period, Norfolk had spent \$2,508 under this contract.
- DPW service bids were received in November 2024 and have resulted in 13 new contracts that take effect in March 2025. New contracts for 13 services have an estimated value of \$ 3,499,500.65.
- Drug & alcohol testing services were secured in October 2023. A new three-year contract took effect January 1, 2024, and provides this federally required service with current features, quality service, and competitive pricing.

Michael Kelly  
Regional Administrator

## TREASURER/COLLECTOR

The office of the Treasurer/Collector is responsible for the receipt, investment, and disbursement of all Town funds. The goal is to achieve these responsibilities while providing the highest level of customer service and support to all of the Town's taxpayers, employees, retirees, and vendors, as well as satisfy the legal requirements set forth in Massachusetts General Laws and the Town's bylaws.

In addition to the Treasurer/Collector, the office is staffed with an Assistant Treasurer/Collector and an Assistant Payroll Administrator.

Collection related duties and responsibilities focus on the billing and collection of real estate and personal property taxes, water payments, and motor vehicle excise taxes. Collection of delinquent taxes and water payments are done through various processes such as sending demand bills, applying water liens, utilizing the Deputy Tax Collector as well as tax takings which are done annually. The office is also responsible for processing Municipal Lien Certificates and collection of annual parking decals and business licensing fees.

The Treasurer's aspect of this office receives all monies which come into the Town and is responsible for all Town expenditures including vendor payments and the processing of payroll of 650 full and part-time employees. The Treasurer is responsible for investing Town funds, does all short and long-term borrowing which Town Meeting has authorized with the approval of the Select Board, and manages Town-owned properties which may be in tax title or foreclosure.

The Town is on a quarterly real estate/personal property tax due date cycle being mailed semi-annually. Due dates are August 1, November 1, February 1, and May 1. The preliminary bills are issued by June 30<sup>th</sup> for the first and second quarter taxes. Those are calculated by using half of the previous year's total tax bill. The actual tax bill, calculated at the new tax rate, is issued by December 31<sup>st</sup> and is for the third and fourth quarters.

Water bills are on a quarterly due date cycle and mailed quarterly. Due dates are on or close to August 10, November 10, February 10, and May 10.

The Treasurer/Collector's office hours are Monday-Thursday 9 a.m. - 6 p.m. The office is closed on Fridays. Staff is available during office hours to receive calls (508-520-0058) as well as respond to emails ([tcoffice@norfolk.ma.us](mailto:tcoffice@norfolk.ma.us)) in order to assist residents with any questions relating to tax billing or payments. Other than in person drop-off at the window, there are several options for residents to submit payments to the Town including U.S. mail, the locked drop-box outside Town Hall at the parking lot entrance, and online payments. Online payments can be made through the Town's website [www.norfolk.ma.us](http://www.norfolk.ma.us). From the Treasurer/Collector's page, real estate, personal property, and motor vehicle taxes as well as water bills can be paid. Payments for other Town department's fees and services are available through those specific department website pages.

Respectfully submitted,

Daniel Vicente  
Treasurer/Collector

The seal of the Town of Norfolk, Massachusetts, is a circular emblem. It features an outer ring with the text "NORFOLK: MASS: INC: FEB: 23: 1870: TOWN:". Inside this ring is a smaller circle containing the text "MEETING HOUSE 1796 AND TOWN". The central part of the seal depicts a landscape with a large building, a smaller structure, and a horse-drawn carriage.

# **Town Meeting Warrants / Minutes**

## **ANNUAL TOWN MEETING - MAY 15, 2024**

On Wednesday the 15th day of May 2024 at 7:12 PM Moderator Jason Talerman called the Annual Town Meeting to order.

This meeting was held at the King Philip Middle School – 18 King Street, Norfolk, MA 02056

Moderator Talerman declared the warrant duly posted and waived the reading of the warrant.

Introductions were made. Town Clerk Carol Greene, Finance Director Todd Lindmark, Town Select Board members Kevin Roche, James Lehan, and Anita Mecklenburg, Town Administrator Justin Casanova-Davis Town Counsel Tom Harrington and Andrew Bettinelli.

Advisory Committee Chair David Lutes introduced the member of the Advisory Committee present: Joyce Terrio, Robert Garrity, Brian Beachkofski, Jason Craig, Melissa Cyr, Kenneth Fitzgerald, and Michael Gee.

Pledge of allegiance

A moment of silence was held for those that have served the Town of Norfolk that have passed in the previous year. Ernest Alix, Jr., Marcia Johnston, Thelma Ravinski, Barbara J. Bartholomew, Norman R. Mullaney, Scott W. Dittrich, Elizabeth A. Sundquist, Rosemary E. Calnan, Edward William Mousseau, James M. Phelan, Thomas B. Howard, Margaret M. Callahan.

Sworn tellers were Paul Terrio and Andy Bakinowski

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

There were 292 registered voters and 30 visitors in attendance.

The warrant, with comments, Advisory Committee recommendations and final votes are as follows:

### **ARTICLE 1**

**Submitted by the Town Clerk**

To choose by ballot, the following Town officers: one Select Board member for a three (3) year term, one Assessor for a three (3) year term, one Board of Health member for a three (3) year term, one King Philip School Committee member for a three (3) year term, one Library Trustee for a three (3) year term, two Norfolk School Committee members for three (3) year terms, one Planning Board member for a three (3) year term, one Recreation Commission member for a three (3) year term.

**This article does not require a recommendation from the Advisory Committee.**

### **ARTICLE 2 – IP unanimous**

**Submitted by the Select Board**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to M.G.L. c.44, §64; or take any other action in relation thereto.

MR MODERATOR,

***I MOVE TO INDEFINITELY POSTPONE ARTICLE 2 AS PRINTED IN THE WARRANT.***

**Motion made & supported by Brian Beachkofski**

**The Advisory Committee recommends indefinite postponement of this article.**

It is expected that there are no unpaid bills at this point in time.

### **ARTICLE 3 – passed unanimous**

**Submitted by the Select Board**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2024; or take any other action in relation thereto.

**MR. MODERATOR,**

***I MOVE THAT THE TOWN TRANSFER FROM FREE CASH THE SUM OF \$63,026.87 TO FUND THE BUDGET TRANSFERS AS DISPLAYED ON THE SCREEN.***

**Motion made & supported by Brian Beachkofski**

**ARTICLE 4 – IP unanimous**

**Submitted by the Select Board**

To see if the Town will vote to approve the funding of a collective bargaining agreement or agreements between the Town and the various employee unions, and to raise and appropriate or transfer from any available source of funds, a sum of money to defray the cost of salary and wages provided for under said agreements; or take any other action in relation thereto.

State law requires that Collective Bargaining Agreements must be submitted for approval by Town Meeting for funding. As of the writing of this notice the Town had not settled the two open collective bargaining negotiations, with the Clerical workers union and the DPW workers union. The Advisory Committee will vote on this article immediately prior to Town Meeting and present its recommendations there.

**MR. MODERATOR,**

***I MOVE TO INDEFINITELY POSTPONE ARTICLE 4 AS PRINTED IN THE WARRANT.***

**Motion made & supported by Ken Fitzgerald**

**ARTICLE 5 – passed unanimous**

**Submitted by the Town Administrator**

To see if the Town will vote to amend the Town of Norfolk Select Board’s Human Resource Policy, Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2024; or take any other action in relation thereto.

**MR. MODERATOR,**

***I MOVE TO APPROVE ARTICLE 5 AS PRINTED IN THE WARRANT.***

**Motion made & supported by Ken Fitzgerald**

**The Advisory Committee recommends approval of this article.**

The 1.5% cost of living increase in the Compensation Schedule referenced by this article applies to Town employees who are not covered by a union contract. This proposed increase is aligned with increases that union employees are scheduled to receive this year. Parity in COLA between union and non-union employees is consistent with how the Town has approached compensation.

**ARTICLE 6 – passed majority**

**Submitted by the Select Board**

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by M.G.L. c.41, §108; and further to see what sum of money the Town will raise and appropriate, transfer from any available source of funds, borrow or bond, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2024; or take any other action in relation thereto.

**MR. MODERATOR,**

***I MOVE THAT THE TOWN FIX THE SALARY AND COMPENSATION OF THE ELECTED POSITION OF TOWN CLERK AT \$91,679.12 AS PROVIDED FOR BY THE MASSACHUSETTS GENERAL LAWS, CHAPTER 41, SECTION 108 FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024, AND FURTHER TO RAISE AND APPROPRIATE THE SUM OF \$52,934,360.00 FOR A TOTAL GENERAL FUND OPERATING BUDGET, AND TO MEET SAID APPROPRIATION, TRANSFER \$40,000.00 FROM AMBULANCE RECEIPTS, \$195,000.00 FROM ARPA FUNDS, AND \$605,532.00 FROM FREE CASH AND RAISE THE SUM OF \$52,093,828.00 FROM THE FY25 TAX LEVY TO DEFRAY THE DEPARTMENTAL AND INCIDENTAL EXPENSES OF THE TOWN NOT OTHERWISE PROVIDED FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024.***

**Motion made & supported by David Lutes**

**The Advisory Committee recommends approval of this article.**

This article would fund the general operating budget for the Town for the upcoming fiscal year, beginning on July 1, 2024. The proposed budget is for \$52,934,360, which represents more than a 5% increase over the current fiscal year budget. During our deliberations on the proposed budget, members of the Advisory Committee expressed our ongoing concern over the use of one time or non-recurring revenues to achieve a balanced budget and the need to address the structural deficit we are facing, with the expectation that a different approach will be needed in the future. The Committee voted unanimously to support the budget with the expectation that our concerns will be addressed during the next budget cycle.

**ARTICLE 7 – passed unanimous**

**Submitted by the Select Board**

To see if the Town will raise and appropriate or transfer from available funds a sum of money to operate the Public Works Water Division Enterprise as follows; or take any other action in relation thereto.

That the following sums be appropriated for the Water Division Enterprise Fund:

Salaries	\$366,945.00
Expenses	\$1,073,048.00
Capital Outlay	\$0.00
Debt	\$595,909.00
Extra/Unforeseen	<u>\$100,000.00</u>
Total:	\$2,135,902.00

And that \$2,135,902.00 be raised as follows:

Departmental Receipts:	\$2,135,902.00
Retained Earnings	0.00
Total:	\$2,135,902.00

**MR. MODERATOR,**

***I MOVE TO ADOPT THE PUBLIC WORKS WATER DIVISION ENTERPRISE FUND BUDGET FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024 IN THE AMOUNT OF \$2,135,902.00 AS PRINTED IN THE WARRANT.***

**Motion made & supported by Rob Garrity**

**The Advisory Committee recommends approval of this article.**

This article would provide funding for the Town’s Water Division for fiscal year 2025. The Water Division budget is voted separately from the main Town budget because it is paid from the Water Enterprise Fund, which receives its revenues from users of the Town’s water system. The Advisory Committee voted unanimously to support this article.

**ARTICLE 8 – passed unanimous**

**Submitted by the Select Board**

To see if the Town will raise and appropriate or transfer from available funds a sum of money to operate the Public Works Wastewater Division Enterprise as follows; or take any other action in relation thereto.

That the following sums be appropriated for the Wastewater Division Enterprise Fund:

Salaries	\$14,736.00
Expenses	\$151,495.00
Capital Outlay	\$25,000.00
Debt	\$0.00
Extra/Unforeseen	<u>\$20,000.00</u>
Total:	\$211,231.00

And that \$211,231.00 be raised as follows:

Departmental Receipts:	\$141,231.00
Retained Earnings	\$70,000.00
Total:	\$211,231.00

**MR. MODERATOR,**

***I MOVE TO ADOPT THE PUBLIC WORKS WASTEWATER DIVISION ENTERPRISE FUND BUDGET FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024 IN THE AMOUNT OF \$211,231.00 AS PRINTED IN THE WARRANT.***

**Motion made & supported by Rob Garrity**

**The Advisory Committee recommends approval of this article.**

This Article would provide funding for the Town's Wastewater Division for fiscal year 2025. Similar to the previous article, the Wastewater Division's Budget is voted separately from the main Town budget because it is paid from the Wastewater Enterprise Fund, which receives its revenues from users of the Town's wastewater system. Due to revenue shortfalls experienced by the system the budget is balanced with the use of retained revenues. The Advisory Committee voted six in favor with one abstention to support this article.

**ARTICLE 9 – IP unanimous**

**Submitted by the Select Board**

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

**MR. MODERATOR,**

***I MOVE TO INDEFINITELY POSTPONE ARTICLE 9.***

**Motion made & supported by Melissa Cyr**

**The Advisory Committee recommends indefinite postponement of this article.**

This Article would authorize capital purchases during the upcoming fiscal year from operating funds. Currently, the Town is proposing no capital purchases, though there may be some proposals to be considered at a later Town Meeting. Therefore, the Advisory Committee recommends to indefinitely postpone Article 9.

**ARTICLE 10 – passed 2/3 declared**

**Submitted by the Select Board**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to fund capital items including all expenses incidental and related thereto; and further, to authorize the Treasurer, with the approval of the Select Board, to borrow such sum pursuant to M.G.L. c.44, §7 or §8 or any other enabling authority and to issue bonds or notes therefor; or take any other action in relation thereto.

**MR. MODERATOR,**

***I MOVE THAT THE TOWN BORROW THE SUM OF \$465,000.00 TO PAY THE COSTS OF PURCHASING AND EQUIPPING AN AMBULANCE, AS DISPLAYED ON THE SCREEN, INCLUDING THE PAYMENT OF ALL EXPENSES INCIDENTAL AND RELATED THERETO; AND FURTHER TO AUTHORIZE THE TREASURER, WITH THE APPROVAL OF THE SELECT BOARD, TO BORROW SUCH SUM PURSUANT TO M.G.L. C. 44, §7(1) OR ANY OTHER ENABLING AUTHORITY AND TO ISSUE BONDS OR NOTES OF THE TOWN THEREFOR. THE BORROWING AUTHORIZED BY THIS VOTE WILL CONSTITUTE A GENERAL OBLIGATION OF THE TOWN, BUT IT IS THE TOWN'S INTENTION TO REPAY THIS BORROWING, IN THE FIRST INSTANCE, FROM THE AMBULANCE RECEIPTS FUND.***

**Motion made & supported by Ken Fitzgerald**

**The Advisory Committee recommends approval of this article.**

This article seeks to appropriate \$465,000 for the cost of a replacement ambulance. With the closure of Norwood Hospital, the ambulances are travelling much further on a daily basis to the next closest emergency rooms. This has caused the Fire Department to shorten the expected lifespan of the ambulances from 5 years of frontline service and 5 years of backup service to 4 years of each. With the lead times and delays in getting emergency vehicles built it is prudent to start this purchase as soon as possible to ensure that we maintain 2 ambulances in service.

**ARTICLE 11 - passed unanimous**

**Submitted by the Select Board**

To see if the Town will authorize the spending limits for FY25 on the following revolving funds; or take any other action in relation thereto.

Revolving Fund	Department	Expenditure Limit
2100 - Parking Tickets	Select Board	\$1,000
2102 - Recreation Field Maintenance	Recreation Commission	\$100,000
2103 - Conservation Timber Harvesting	Conservation Commission	\$5,000
2104 - Off-site Improvements	Planning Board	\$91,000
2105 - Shade Tree and Scenic Roads	Planning Board	\$10,000
2106 - Wetland Hearing Application	Conservation Commission	\$5,000
2109 - Planning Board-Advertising	Planning Board	\$5,000
2110 - Zoning Board-Advertising	Zoning Board	\$5,000
2111 - Abutters List	Board of Assessors	\$2,000
2112 - Police Vehicle Details	Chief of Police	\$50,000
2113 - Subdivision Performance Inspection	Planning Board	\$5,000
2114 - Cleaning and Maintenance Unaccepted Subdivision	Planning Board	\$30,000
2115 - Community Garden Rental	Select Board	\$5,000
2116 - Council on Aging	Council on Aging	\$47,000
2117 - Tobacco Compliance Checks	Board of Health	\$1,000
2152 - Passports	Board of Library Trustees	\$7,500
2155 - Lost or Damaged Library Materials	Board of Library Trustees	\$7,500

**MR. MODERATOR,**

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

**Motion made & supported by Melissa Cyr**

**The Advisory Committee recommends approval of this article.**

This Article authorizes spending limits for the Town Revolving funds, which are unchanged from last year's fund limits, except for 2152-Passports. The Passports revolving fund increased from \$5,000 to \$7,500 due to the increased volume in the Library processing passport applications. The Advisory Committee voted to support these fund limits.

**ARTICLE 12 – passed unanimous**

**Submitted by the Select Board**

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

**MR. MODERATOR,**

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

**Motion made & supported by Rob Garrity**

**The Advisory Committee recommends approval of this article.**

This standard article authorizes the Select Board to use the Chapter 90 funds received from the State for the maintenance, improvement, and construction of Town roads.

**ARTICLE 13**

**Submitted by the Select Board**

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

***NO MOTION REQUIRED – COMMITTEE REPORTS***

**This article does not require a recommendation from the Advisory Committee. Reports were given by Medora Champagne and Grace Lockhead from the School Building Committee, Kevin Champagne from the Fire Station Building Committee, Brian Mushnick – Norfolk's representative to the Tri County School Committee**

**ARTICLE 25 – passed 127 ye a 62 nay**

**Submitted by the Planning Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw by adding the following new language in bold print, and deleting the following strikethrough language, to the sections of the zoning bylaw enumerated and displayed below as follows: (1) New Section 310-8.5 Town Hill/Pondville MBTA Communities Multi-family Overlay District; (2) Section 310-2.1 Definitions; (3) Section 310-3.1 Types of districts; (4) Section 310-3.2 Location of districts; and to amend the Zoning Map to include the Multifamily High Density Town Hill Overlay District and Multifamily High Density Pondville Overlay District as shown on the Proposed Zoning Map of Norfolk Scale 1” = 750’; or take any action in relation thereto.

**(1) Section 310-8.5 Town Hill/Pondville MBTA Communities Multi-family Overlay District**

**A. Purpose**

**The purpose of the Town Hill/Pondville MBTA Communities Multi-family Overlay District (THPMOD) is to allow multi-family housing as of right in accordance with Section 3A of the Zoning Act (Massachusetts General Laws Chapter 40A). This zoning provides for as of right multi-family housing to accomplish the following purposes:**

- (1) Encourage the production of a variety of housing sizes and types to provide equal access to new housing throughout the community for people with a variety of needs and income levels.**
- (2) Support vibrant neighborhoods by encouraging an appropriate mix and intensity of uses to support an active public space that provides equal access to housing, jobs, gathering spaces, recreational opportunities, goods, and services within a half-mile of a transit station.**
- (3) Locate housing within walking distance to Norfolk Station and within walking distance to the Route 115/Route 1A commercial corridor to promote general public health, reduce the number of vehicular miles traveled, support economic development, and meet community-based goals.**
- (4) Minimize impacts of new development by promoting new housing options in strategic locations and through reuse opportunities.**
- (5) Promote commercial and residential development to increase vibrancy in Norfolk Town Center.**
- (6) Support public investment in public transit and pedestrian- and bike-friendly infrastructure.**
- (7) Increase the municipal tax base through private investment in new residential developments.**

**B. Establishment and Applicability**

- (1) The THPMOD is an overlay district have a land area of approximately 81 acres in size that is superimposed over the underlying zoning district(s) and is shown on the Zoning Map.**
  - (a) Applicability of the THPMOD. An applicant may develop multi-family housing located within overlay district in accordance with the provisions of this Section.**
  - (b) Underlying Zoning. The regulations for use, dimension, and all other provisions of the Zoning Bylaw governing the respective underlying zoning district(s) shall remain in full force, except for uses allowed as of right in the THPMOD. Uses that are not identified in Section 310-8.5.C are governed by the requirements of the underlying zoning district(s). The Planning Board shall have the authority to waive the underlying zoning district(s) requirements that conflict with the purposes of Section 3-1-8.5 and/or make development infeasible.**

**C. Use Permitted As Of Right**

- (1) Multi-family housing.**

**D. Dimensional Requirements**

- (1) The maximum allowable density is 18 dwelling units per acre for the THPMOD.
- (2) All dimensional requirements pursuant to Section 310-9.2, Section 310-9.4 A and B, Section 310-10.2, and Section 310-10.4 shall apply unless waived by the Planning Board.

**E. Off-street parking requirements**

- (1) All the off-street parking requirements pursuant to Section 310-6.7, Section 310-6.8, Section 310-9.6, and Section 310-10.6 shall apply unless waived by the Planning Board.

**F. Site plan approval**

- (1) All project(s) within the THPMOD are subject to Section 310-6.11.

**G. Affordable housing**

- (1) All multi-family housing developments in the THPMOD containing ten (10) or more dwelling units, whether new construction, substantial rehabilitation, expansion, reconstruction or residential conversion (an “Applicable Project”) shall contain not fewer than ten percent (10%) Affordable Housing Units.
- (2) For purposes of calculating the required number of units of Affordable Housing within a particular development, a fractional unit shall be rounded down to the next whole number.
- (3) The Affordable Units shall be available to households earning income up to eighty percent (80%) of Area Median Income (“AMI”).
- (4) All Affordable Units must be eligible for inclusion on EOHLC’s Subsidized Housing Inventory.
- (5) No project may be divided or phased to avoid the requirements of this section.
- (6) Affordable Units shall be:
  - a. Integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of exterior and interior materials with the other units and/or lots;
  - b. Dispersed throughout the development;
  - c. Located such that the units have equal access to shared amenities, including light and air, and utilities (including bicycle storage and/or electric vehicle charging stations) within the development;
  - d. Located such that the units have equal avoidance of any potential nuisances as market rate units within the development;
  - e. Distributed proportionately among unit sizes; and
  - f. Distributed proportionately across each phase of a phased development.
- (7) The Building Commissioner shall be responsible for administering and enforcing the requirements of this section, and may withhold certificates of occupancy for any development until the requirements of this section have been satisfied.
- (8) The affordability requirements relative to multi-family housing in the THPMOD are contained exclusively in this section; multi-family housing developments in the THPMOD are exempt from §310-8.3 (Affordable housing development) of the Zoning Bylaw.

**H. If any provision of this Section 310-8.5 is found to be invalid by a court of competent jurisdiction, the remainder of Section 310-8.5 shall not be affected but shall remain in full force. The invalidity of any provision of this Section 310-8.5 shall not affect the validity of the remainder of the Zoning Bylaw.**

(1) Section 310-2.1 Definitions and word usage

**AFFORDABLE HOUSING (AFFORDABLE UNIT)**

A dwelling unit that is subject to a restriction recorded in its chain of title limiting the sale price or rent or limiting occupancy to an individual or household of a specified income, or both.

**AS OF RIGHT**

Development that may proceed under the zoning in place at time of application without the need for a special permit, variance, zoning amendment, waiver, or other discretionary zoning approval.

LOT

Except at otherwise provided herein, a parcel of land occupied or intended to be occupied by one building or use, with its accessories, and including the open spaces accessory to it, which is defined in a deed or shown on a plan recorded with the Norfolk County Registry of Deeds or Norfolk Registry District. No land which is within the boundaries of a street, accepted, proposed or dedicated, shall be included in determining lot areas.

**MULTI-FAMILY HOUSING**

**A building with three or more residential dwelling units or two or more buildings on the same lot with more than one residential dwelling unit in each building.**

**PARKING SPACE**

**One or more parking spaces without a built structure above the space. A solar panel designed to be installed above a surface parking space does not count as a built structure for the purposes of this definition.**

**RESIDENTIAL DWELLING UNIT**

~~Quarters for a single family.~~ A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

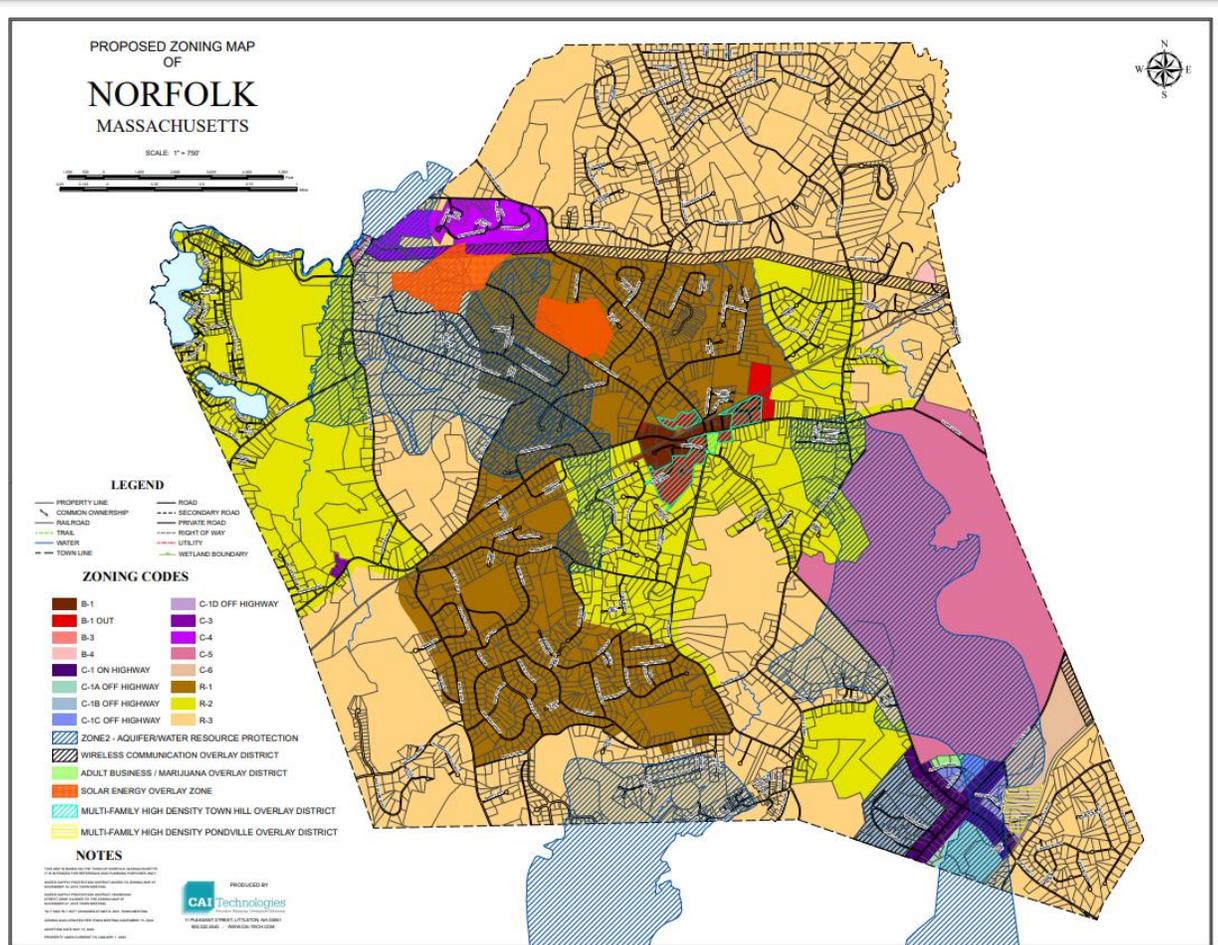
(2) Section 310-3.1 Types of districts

**Section 310-G Town Hill/Pondville MBTA Communities Multi-family Overlay District as follows:**

- (1) Multi-Family High Density Town Hill Overlay District as indicated on the Zoning Map.
- (2) Multi-Family High Density Pondville Overlay District as indicated on the Zoning Map.

(4) Section 310-3.2 Location of districts

Said districts are located and bounded as shown on a map entitled "Zoning Map of Norfolk, Massachusetts," dated ~~May 8, 2021~~ **May 15, 2024**, as most recently amended, and on file in the office of the Town Clerk. The Zoning Map, with all explanatory matter thereon, is hereby made a part of this bylaw.



**MR. MODERATOR,**  
**I MOVE TO APPROVE ARTICLE 25 AS PRINTED IN THE WARRANT.**  
**Motion made & supported by Jason Craig**

The purpose of this article is to create a district in Norfolk that would comply with the MBTA Communities Zoning Act. This law is an initiative to address the housing crisis in the state by promoting transit-oriented development. The law mandates that the 177 communities served by the Massachusetts Bay Transportation Authority (MBTA) establish at least one zoning district where multi-family housing is permitted by right. Failure to comply with these zoning requirements can result in adverse effects such as losing eligibility for certain state funding programs, which include the Housing Choice Initiative, the Local Capital Projects Fund, and the MassWorks infrastructure program. The proposal before Town Meeting creates such a district in the Downtown B1 district, as well as a secondary district in the Pondville area.

Because the Planning Board had not held their final public hearing on this proposal as of the time of the publishing of this guide, the Advisory Committee has not taken its final vote on this Article and will do so immediately before Town Meeting.

**ARTICLE 14 – passed unanimous** **Submitted by the Select Board**  
To see if the Town will vote to appropriate and transfer from any available source of funds money to cover the shortfall in actual revenues in the Public Works Wastewater Division Enterprise Fund; or take any other action in relation thereto.

**MR. MODERATOR,**  
**I MOVE THAT THE TOWN TRANSFER FROM THE WASTEWATER DIVISION ENTERPRISE FUND RETAINED EARNINGS THE SUM OF \$60,231.00 TO COVER THE SHORTFALL IN ACTUAL REVENUES FOR FY24.**  
**Motion made & supported Rob Garrity**

**The Advisory Committee recommends approval of this article.**  
This article provides the Select Board the ability to transfer funds without further appropriation by Town Meeting to cover revenue shortages in the Wastewater Enterprise Fund in FY24. Revenues collected in FY24 were below the level contemplated by the Wastewater Enterprise budget passed at Town Meeting, requiring this article to allow for the Select Board to cover the shortages using other funding, specifically the “retained revenue” portion of the fund.

**ARTICLE 15 – passed majority** **Submitted by the Select Board**  
To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation as set forth below, provided however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the General Court, and provided further that the Select Board is hereby authorized to approve any amendment which shall be within the scope of the general public objectives of this petition; or take any other action in relation thereto.

An Act authorizing reserved capacity billing in the town of Norfolk

SECTION 1. Section 4 of chapter 354 of the acts of 2022 is hereby amended by inserting after the “said chapter 83” the following words:-  
“, or this act”

SECTION 2. Section 6 of said chapter 354 is hereby amended by adding the following at the end thereof:-

“In addition, the select board of the town of Norfolk exercising the powers of a sewer commission may elect to assess and collect annual charges to all customers with reserve capacity for the Norfolk wastewater treatment plant on a pro rata basis, based upon such allocation of capacity, not whether a property is connected to a common sewer system or its actual use. The town shall have all collection remedies for such charges as it would for any rate or charge under sixteen A to sixteen F, inclusive of chapter 83.”

SECTION 3. Said chapter 354 is hereby amended by inserting the following new section:-

“SECTION 9A. A property owner may enter into an agreement to sell or transfer its allocation of capacity to another parcel of land located within the town center wastewater service area, subject to the approval of the select board exercising the powers of a sewer commission.”

**The Advisory Committee recommends approval of this article.**

Article 15 authorizes the Select Board to petition the Massachusetts General Court for legislation that would amend the statute creating the Norfolk Wastewater District which passed in 2022. This petition makes two changes, first allowing the Town to collect fees not only for use, but also for unused capacity. This would allow the Town to charge the parcels that were parties to the original agreements that governed the system when it was privately held and which originally contributed to the operation of the system, but have ceased making payments, since their legal obligations ceased when the District was created. Without the financial participation of the original capacity holders, the Wastewater district costs would fall disproportionately on the other users, making the system either unsustainably expensive, or requiring subsidies from other sources.

The second change envisioned by the article would allow capacity holders to sell their capacity to other parties. This would enable existing capacity holders who are not utilizing the system to sell their capacity allowing new users to join who would presumably use the system. The supporters of this article on the Committee believe this change will help stabilize the economics of the Wastewater district. Some members of the Committee were concerned that this novel approach, which the proponents could not provide any precedent for in other municipalities in Massachusetts, is not tested or customary, and may have negative unintended consequences. The majority of the Advisory Committee supported this effort to attempt to secure legislation that would allow the Town to better spread the cost of the wastewater district among the original creators of the system.

**MR. MODERATOR,**

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

**Motion made & supported by Rob Garrity**

**ARTICLE 16 – passed majority**

**Submitted by Community Preservation Committee**

To see if the Town will vote, pursuant to M.G.L. c.44B, to reserve a sum of money equal to 70% from FY25 Community Preservation Fund revenues as the Community Preservation Fund Undesignated Reserve for any allowable Community Preservation Act purposes; and further to reserve a sum of money equal to the state-mandated minimum amounts of 10% from FY25 Community Preservation Fund revenues for future appropriation for Open Space ; 10% from FY25 Community Preservation Fund revenues for future appropriation for Community Housing; and 10% from FY25 Community Preservation Fund revenues for future appropriation for Historic Resources; or take any other action in relation thereto.

**MR. MODERATOR,**

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

**Motion made & supported by Jason Craig**

**The Advisory Committee recommends approval of this article.**

This standard, annual article reserves funds from the Community Preservation Act Revenues equal to the state mandated minimums of 10% for Open Space, 10% for Affordable Housing, and 10% for Historic Resources. The remainder is placed in Undesignated Funds and can be used for any allowable purpose.

**ARTICLE 17 – passed majority**

**Submitted by Community Preservation Committee**

To see if the Town will vote, pursuant to M.G.L. c.44B, § 6 to appropriate the sum of \$15,000 from the Community Preservation Fund Undesignated Reserve for the purpose of funding the Administrative and Operating Budget for the Community Preservation Committee; or take any other action in relation thereto.





**MR. MODERATOR,**  
**I MOVE TO APPROVE ARTICLE 23 AS PRINTED IN THE WARRANT.**  
**Motion made & supported by Jason Craig**

**The Advisory Committee recommends approval of this article.**

The Town Hill gazebo and infrastructure, including the electrical and irrigation systems, are in need of repair. Many of the irrigation heads and electrical outlets do not work which has made Town events, like the holiday lights, a challenge. This article funds the required work to get construction documents, though construction costs would be covered in a future article.

**ARTICLE 24 – passed majority** **Submitted by King Philip Regional School District**

To see if the Town will vote to approve the King Philip Regional School District to establish a Capital Stabilization Fund for the King Philip Regional School District, pursuant to Section 16G½ of Chapter 71 of the Massachusetts General Laws; or take any other action in relation thereto.

**MR. MODERATOR,**  
**I MOVE TO APPROVE ARTICLE 24 AS PRINTED IN THE WARRANT.**  
**Motion made & supported by Mike Gee**

**The Advisory Committee recommends approval of this article.**

Approval of this article (along with approval of similar articles by Wrentham and Plainville) would enable the King Philip Regional School District to establish a stabilization fund specifically for potential future capital purchases. This would allow the KP School Committee to include in its annual budgeting process deposits into the account (such as from Excess and Deficiency funds), within certain legal limits. By statute, the stabilization fund can be appropriated by vote of two-thirds of all of the members of the KP School Committee for any purpose for which regional school districts may borrow money. The Advisory Committee voted unanimously to support this article.

**ARTICLE 26 – passed unanimous** **Submitted by the Planning Board**

To see if the Town will vote to amend the Norfolk Zoning Bylaws Section 310-4.2 Schedule of Use Regulations Attachment 1 by deleting the strikethrough language and adding new language in bold print; or take any other action in relation thereto.

See Schedule of Use Regulations Attachment 1

**MR. MODERATOR,**  
**I MOVE TO APPROVE ARTICLE 26 AS SHOWN ON THE SCREEN AND PRINTED ON THE HANDOUT ENTITLED “ARTICLE 26: SCHEDULE OF USE REGULATIONS.”**  
**Motion made & supported by Brian Beachkofski**

**The Advisory Committee recommends approval of this article.**

This article further improves the Schedule of Use Table that was approved in the 2023 Fall Town Meeting. During the last few months of use, the Planning Board realized that some clarification on districts and categories was needed. This is part of a continued effort to make the use tables easy to understand and responsive to community needs.

**ARTICLE 27 – passed unanimous** **Submitted by the Select Board**

To see if the Town will vote to amend Chapter 272 of the General Bylaws by inserting the following new Article; or take any other action in relation thereto.

Article V. **Temporary Minor Repairs on Private Ways**

§ 272-8 **Temporary Minor Repairs on Private Ways**

The Town may make temporary minor repairs to private ways that have been open to public use for at least 10 years, if required for public safety or the public convenience or necessity. As used in this article, the term “private way” shall mean a way that has not been accepted as a public way by the Town but is open, dedicated or available for use by the general public for travel purposes.

**§ 272-9 Type and Extent of Repair**

Temporary minor repairs may include filling or patching of potholes or cracks, but shall not include drainage, tree maintenance, or extensive roadway repairs including but not limited to repaving, reconstruction, and addition of materials such as gravel or stone.

**§ 272-10 Temporary Minor Repairs**

The Director of Public Works, in their discretion, may authorize the Department of Public Works to make temporary minor repairs to eligible private ways; provided, however, that the cost of all such temporary minor repairs made to a single private way shall not exceed \$1,000, including labor, in any fiscal year, unless authorized by the Select Board.

**§ 272-11 Petition**

The Select Board may vote to authorize temporary minor repairs exceeding \$1,000 to eligible private ways if: The Director of Public Works petitions the Select Board to make such repairs, and the record owners of a majority of the lots abutting the portion of the private way to be repaired have assented to the repairs in writing; or the record owners of at least a majority of the lots abutting the portion of the private way to be repaired petition the Select Board, and the Director of Public Works determines that public safety, public convenience or necessity require such repairs; or, an emergency involving public safety requires such repairs.

**§ 272-12 Repair Costs**

The Select Board may authorize temporary minor repairs exceeding \$1,000 only if the necessary funds therefor have been appropriated or are otherwise available to the Town. Betterments shall not be assessed by the Town for such temporary minor repairs. No cash deposit shall be required by the Town for such temporary minor repairs.

**§ 272-13 Standard of Work and Maintenance**

All temporary repairs to private ways made pursuant to this article shall be performed in accordance with standards established by the Department of Public Works. No such temporary repair shall be deemed to impose a duty or obligation on the Town to maintain or further repair the private way thereafter.

**§ 272-14 Acceptance of Private Ways**

No temporary repair to a private way made pursuant to this article shall be deemed to constitute an acceptance by the Town of the way as a public way.

**§ 272-15 Liability of Town and Indemnity Agreement**

The Town shall not be liable for any claim, damage, loss, cost, liability, or expense, of any name, nature or description, including attorney’s fees and costs, arising out of or as a result of the repairs performed on any private way by the Town or any damage resulting therefrom, including that to third parties. The Select Board or the Director of Public Works may require the owners of the properties abutting the way to execute an agreement pursuant to which all such owners agree to save, indemnify and hold harmless the Town from any and all such claims, damages, losses, costs, liabilities or expenses, including attorney’s fees, arising out of or as a result of such repairs, reconstruction or improvements.

**MR. MODERATOR,**

***I MOVE TO APPROVE ARTICLE 27 AS PRINTED IN THE WARRANT.***

**Motion made & supported by Joyce Terrio**

**The Advisory Committee recommends approval of this article.**

The addition of the language presented before you would largely adopt state guidelines into our local bylaws. The Advisory Committee after a short discussion believe this is a necessary addition to our Bylaws and unanimously voted in favor of this article.

**ARTICLE 28 – passed majority**

**Submitted by the Select Board**

To see if the Town will vote to amend the Norfolk General Bylaws Chapter 292 Water by adding a new Article II; or take any other action in relation thereto.

Article II Theft of Water

§ 292-11 Theft of Water.

A. No persons, except fire fighters or Department of Public Works personnel in the discharge of their duty, shall open any hydrant in the Town of Norfolk without prior written approval of the Department of Public Works Director or designee, or the Fire Chief.

B. No person, firm or corporation shall make any connection to the Town's municipal water system without receiving a permit to do so from the Department of Public Works, Water Division. All connections shall be inspected by the Department of Public Works, Water Division designated personnel.

C. It shall be unlawful for any person, firm or corporation not authorized by the Town to tamper with, alter or injure any part of the Town's water system, including any meter.

Violations of subsection (A) or (B) or (C), which may be enforced by the Fire Chief or Department of Public Works Director, or the designee of either, and which may be enforced pursuant to the provisions of MGL C. 40, § 21D, relative to noncriminal disposition, shall be: (\$300.00) per violation. Each day of violation shall constitute a separate offense.

Nothing in this section shall be interpreted as prohibiting institution of larceny charges against any person stealing water from the Town by bypassing a meter, tampering with a meter or by any other means.

**MR. MODERATOR,**

**I MOVE TO APPROVE ARTICLE 28 AS PRINTED IN THE WARRANT.**

**Motion made & supported by Ken Fitzgerald**

**The Advisory Committee recommends approval of this article.**

This bylaw brings us into compliance with state mandates issued by the D.E.P. who issues the Town a Water Management Act Permit. This language is to create a penalty for anyone found illegally tapping into a fire hydrant or Town water without a meter or permit from the Town. This is part of a water conservation plan from the D.E.P. to the Town of Norfolk and is common language in communities across the Commonwealth.

**ARTICLE 29 – passed unanimous**

**Submitted by the Select Board**

To see if the Town will vote to amend the Norfolk General Bylaws, Article I Water Use Restrictions, by deleting the following strikethrough language and adding the following new language in bold print; or take any other action in relation thereto.

§ 292-3 Definitions.

State of Water Supply Conservation

**A State of Water Supply Conservation declared by the Select Board or Department of Public Works Director pursuant to**~~A state of water supply conservation declared pursuant to § 292-4 of this bylaw.~~

§ 292-4 Declaration of State of Water Supply Conservation.

~~The Town, through its Select Board, may declare a state of water supply conservation upon a determination by a majority vote of the Board that a shortage of water exists and conservation measures are appropriate to ensure an adequate supply of water to all water consumers. Public notice of a state of water supply conservation shall be given under § 292-6 of this bylaw before it may be enforced.~~

**A. The Select Board may declare a State of Water Supply Conservation upon an affirmative vote of the majority of the members.**

**B. The Department of Public Works Director may declare a State of Water Supply Conservation if:**

**(1) The level of water in the Weeber or Pondville standpipes falls to 65 feet.**

**(2) The demand for water has exceeded the actual pumping capacity of the system for a period longer than four days.**

**(3) A mechanical failure has occurred removing one or more of the Town's wells from operation.**

(4) **The Department of Environmental Protection requires conservation conditions related to the Town's registered or permitted water withdrawals under the Massachusetts Water Management Act.**

**C. Public notice of a State of Water Supply Conservation must be given under § 292-6 before it may be enforced.**

§ 292-5. Restricted Water Uses.

~~A declaration of a state of water supply conservation shall include one or more of the following restrictions, conditions, or requirements limiting the use of water as necessary to protect the water supply. The application of restrictions, conditions or requirements shall be included in the public notice required under § 292-6:~~

**A declaration of a Continuous State of Water Supply Conservation issued by the Select Board or the Department of Public Works Director may include one or more of the following restrictions, conditions, or requirements restraining the use of water for nonessential purposes as necessary to protect the water supply, which shall be included in the public notice required under § 292-6:**

~~A. Odd/even day outdoor watering. Outdoor watering by water users with odd-numbered addresses is restricted to odd-numbered days. Outdoor watering by water users with even-numbered addresses is restricted to even-numbered days.~~

**B. One weekday outdoor watering. Outdoor watering by water users is allowed on one day.**

**C. Two weekdays outdoor watering. Outdoor watering by water users is allowed on two days.**

~~B.D. Outdoor watering ban. Outdoor watering is prohibited.~~  
**Lawn watering, and all other forms of nonessential outdoor water use by water users, is prohibited.**

~~C.E. Outdoor watering hours. Outdoor watering by water users is permitted only during daily periods of low demand off-peak hours, to be specified in the declaration of a sState of wWater sSupply eConservation and public notice thereof.~~

~~D.F. Filling swimming pools. Filling of swimming pools by water users is prohibited.~~

~~E.G. Automatic sprinkler use. The use of automatic sprinkler systems is not allowed at any time when the watering system is connected to the Town of Norfolk system or water supply.~~

**H. Hand-held hose watering. Outdoor watering by water users is allowed but only if a hose is continuously attended. Use of lawn sprinklers or automatic sprinkler systems is prohibited.**

**MR. MODERATOR,**

**I MOVE TO APPROVE ARTICLE 29 AS PRINTED IN THE WARRANT.**

**Motion made & supported by Jason Craig**

**The Advisory Committee recommends approval of this article.**

The purpose of this article is to amend the language in the current restricted water uses bylaw by which the Department of Public Works (DPW) and Select Board have authority to declare a state of water supply conservation. Language outlined in this article will assist in maintaining an adequate water supply for residents and managing natural resources responsibly, especially in the face of increasing variability in weather patterns and climate conditions. Language was added and removed in 292-2 Definitions, 292-4 Declaration of State of Water Supply Conservation, 292-5 Restricted Water Uses.

Respectfully submitted,  
Carol Greene  
Town Clerk

	R	B-1	B3/4 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C3/C5 C-3	C-4	C-5	C-6
Public and Semi-Public Uses														
Cemetery	SPZB	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Cultural center, symphony hall or other place for the community's or the public's enjoyment of indoor or outdoor musical, dramatic, or artistic performances; amphitheaters	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Facility for the evaluation, treatment and counseling of persons suffering from alcoholism, drug dependence or mental illness who do not require general hospital admission	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Historical or cultural society	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Municipal, county, state or federal Museums	SPZB	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Non-profit general acute care hospital including facilities for the evaluation and treatment of acutely ill alcoholic or drug dependent patients and for persons suffering from mental illness who do not appear to be dangerous to others at the time of admission in the opinion of the attending physician	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
Nursing home, hospice, respite facility, life care center, physical therapy and rehabilitation facility, health care, sports medicine facility	No	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Open space, village greens and squares	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Other hospitals, convalescent home, sanitarium, camp	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
Post office	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Private club not conducted for profit	SPZB	No	Yes	Yes	No	No	No	No	No	No	SPZB	No	SPZB	No
Private schools (for profit)	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Public educational	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Religious	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Schools of nursing, schools of laboratory technician skills, schools of physiotherapy and dormitory facilities ancillary thereto	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Senior center	Yes	No	Yes	Yes	No	No	No	No	No	No	Yes	No	Yes	No
Transportation and Utility Uses														
Aviation field	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Bus station, railway station	No	No	Yes	Yes	No	No	No	No	No	No	Yes	No	Yes	No
Electric vehicle recharger facilities	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Ground mounted solar photovoltaic system	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Public transit facilities including stations and platforms	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No

	R	B-1	B3/4 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3 C-3	C-4	C-5	C-6
	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Roof-mounted solar photovoltaic system	SPZB	SPZB	SPZB	SPZB	No	SPZB	No	No	No	No	No	SPZB	No	SPZB
Telecommunications consisting of wireless communication facilities limited to the Wireless Communications Overlay District 4 as provided for in § 310-6.13 and wireless communication facility equipment building limited to the Wireless Communications Overlay District 4 as provided for in § 310-6.13.	SPZB	SPZB	SPZB	SPZB	No	SPZB	No	No	No	No	No	SPZB	No	SPZB
Telephone exchanges, transformer station, transmission lines, substation, pumping station, or other public utility	SPZB	No	SPZB	SPZB	No	SPZB	No	No	No	No	SPZB	No	SPZB	No
Truck terminal or motor freight station	No	No	No	No	No	SPZB	No	No	No	No	No	No	No	No
Wind energy system	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
<b>Residential Uses</b>														
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio -of three units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations: (1) detached one family dwelling; (2) attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding 2 ¼ stories in height	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio of four units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations: (1) detached one family dwelling; (2) Attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding two stories in height. (3) Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No
Assisted living facilities if on a lot with an existing ground elevation at the proposed building at or above 255 feet elevation, mean sea level (1927) datum	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Assisted living facilities not exceeding a density of 16 bedrooms per acre for single lot or an entire PMLD with adult day care (drop-in center) as an ancillary use and meeting rooms or buildings accessory to assisted living facilities	No	No	No	No	No	No	No	No	No	No	No	SPZB	No	SPZB
Conversion of a pre-existing single-family dwelling to two-family dwelling or to mixed business and residential use	No	SPZB	No	No	No	No	No	No	No	No	No	No	No	No

	R	B-1	B34 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C3/C5 C-3	C-4	C-5	C-6
Conversion of a single-family dwelling in existence at the time of bylaw adoption, to a two-family dwelling	SPZB	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
Day care, family home	Yes	No	Yes	Yes	No	No	No	No	No	No	Yes	Yes	Yes	No
Foundation or cellar hole for residence	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Home occupation	Yes	No	Yes	Yes	No	No	No	No	No	No	Yes	No	Yes	No
Kennel, personal	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Renting of rooms to not more than 4 persons and furnishing of table board to not more than 5 persons	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No	No
Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Residential dwellings at a density of not less than four units per 30,000 square foot or greater lot and not more than one unit per 5000 square feet of land.	No	No	No	No	No	No	No	No	No	SPPB	No	No	No	No
Residential dwellings units as part of a commercial site plan where the square footage of residential dwelling units consists of 65% or less of the total combined square footage of the residential and commercial structure(s) and the footprint of residential structure(s) is equal to or less than the footprint of the commercial structure(s), provided that the commercial structure is constructed prior to residential occupancy.	Yes	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
Single family dwelling	Yes	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
The use of a portion of a dwelling or a building accessory thereto by a resident builder, carpenter, painter, plumber, or other artisan, or by a resident tree surgeon or landscape gardener for incidental work and storage in connection with his off-premises occupation. Subject to the same conditions and limitations as are specified above for home occupations	Yes	No	Yes	Yes	No	No	Yes	No	Yes	No	No	No	No	No
Use of trailers, buses and mobile dwelling for residence in excess of 30 days	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Agricultural Uses														
Agricultural, greenhouses, horticultural and floricultural growing facilities or nursery	Yes	No	Yes	Yes	No	No	Yes	No	Yes	No	Yes	Yes	Yes	Yes
Animal hospital and clinic	No	No	No	No	Yes	Yes	Yes	No	Yes	No	No	Yes	No	Yes
Commercial composting	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Commercial riding stable	No	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Community gardens	No	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Noncommercial riding stable	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No	No
Poultry or stock raising except that the number of swine shall be limited to not more than 5	Yes	No	No	No	No	No	No	No	No	No	No	No	No	No

	R	B-1	B-3/4 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3/C5 C-3	C-4	C-5	C-6
Roadside stand selling produce the major part of which is raised on the premises	Yes	No	Yes	Yes	No	No	No	No	No	No	Yes	Yes	Yes	Yes
Commercial Uses														
Adult business limited to the adult business overlay-district-Adult Business and Marijuana Overlay District	No	No	No	No	No	SPZB	No	No	SPZB	No	No	No	No	No
Adult day care ancillary to an assisted living facility	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Adult day care	No	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
All uses allowed in the on-highway-area	No	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No
Art galleries and studios	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Auction gallery	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Auto freight storage facility located on a site that is fully screened by an opaque fence at six feet high	No	No	No	No	No	No	No	SPZB	No	No	No	No	No	No
Automobile and light truck class 1 sales	No	No	No	No	SPZB	No	No	No	No	No	No	No	No	No
Bakeries	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Banks and or automatic teller machines	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes
Business-offices-existing-other-than-ancillary-to-a-permitted-use	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No
Can and bottle redemption centers	No	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Car rentals	No	SPZB	No	No	No	No	No	No	No	No	No	No	No	No
Car wash building	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Class 3 operations or sales	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Child-care facility	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Coffee shops	No	Yes	No	No	No	No	Yes	Yes	No	Yes	No	No	No	No
Collection center for dry cleaning and laundry drop-off	No	Yes	No	No	No	No	Yes	Yes	Yes	No	No	No	No	No
Commercial parking garages	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Commercial service	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Contractor's headquarters	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Craft workshop	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Dry cleaning or power laundry	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Farmer's markets	No	Yes	No	No	No	No	Yes	Yes	Yes	No	No	No	No	No
Fast-food restaurants	No	No	No	No	SPZB	No	No	No	No	No	No	No	No	No
Food Truck	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Funeral home	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Garaging-of-commercial-vehicles-ancillary-to-an-allowed-or-special-permit-use	No	No	No	No	No	No	No	No	No	No	No	SPZB	No	SPZB
Garaging of more than one commercial vehicles	No	No	Yes	Yes	No	No	Yes	Yes	Yes	No	SPZB	No	SPZB	No
Garaging of more than three commercial vehicles	No	No	SPZB	SPZB	No	No	SPZB	SPZB	SPZB	No	SPZB	No	SPZB	SPZB

	R	B-1	B3/4 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Garage repair shops	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Gasoline and diesel fuel filling stations	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Ground mounted solar photovoltaic system accessory to a commercial building	No	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Indoor and outdoor recreation facilities operated as a business for gain and limited to swimming pools and athletic courts	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Indoor commercial recreation	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Hazardous waste treatment facility	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Home heating fuel sales and service	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Landscaping businesses	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Kennel, commercial boarding or training, kennel, commercial breeder minimum requirements: 5 acres of land, kennel enclosures must be at least 100 feet to property line and 500 feet to neighboring dwellings. Subject to site plan approval	SPZB	No	SPZB	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Lawn and garden supplies	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Lawn, garden, farm equipment sales/service	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Licensed inn or hotel	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	SPZB	SPZB	SPZB
Limited used motor vehicle sales	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Lumber and building supplies	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Massage therapy clinic licensed by the State	No	SPZB	No	No	No	No	No	No	No	No	No	No	No	No
Medical, dental and optical clinics	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Mixed use comprised of any of the allowed uses	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Mobile home and recreational vehicle sales	No	No	No	No	SPZB	No	No	No	No	No	No	No	No	No
Museum-type storage facilities	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Newspaper or job printing	No	Yes	Yes	Yes	No	No	No	No	No	No	SPZB	No	SPZB	No
Offices and office buildings	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	Yes	SPZB	Yes
Outdoor commercial recreation	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Outdoor commercial vehicle storage	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage of commercial vehicles in the front yard	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage of more than one commercial vehicle, limited to the rear yard of a minimum 30,000 square foot land area.	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Outdoor storage of more than three commercial vehicles, limited to the rear yard of a minimum 30,000 square feet of land area	No	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No

	R	B-1	B3/4 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3 C-3	C-4	C-5	C-6
Outdoor business	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage (see § 310-11.4B(1))	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Parking of house trailers or mobile homes nearer the street than the main house	No	No	No	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Parking lots as a principal use, as part of a planned multi-lot development, except on corner lots	No	No	No	No	SPZB	Yes	No	Yes	Yes	No	No	No	No	No
Registered Marijuana Dispensary	No	No	No	No	SPZB	No	No	No	SPZB	No	No	No	No	No
Restaurant	No	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	No	SPZB	Yes	SPZB	Yes
Research and laboratory facilities	No	SPZB	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No	No
Retail sales	No	Yes	No	No	Yes	Yes	No	Yes	Yes	No	No	No	No	No
Retail services	No	Yes	No	No	Yes	Yes	No	Yes	Yes	No	No	Yes	No	Yes
Sales (retail or wholesale) of beer, wine and alcoholic beverages for off-premises consumption;	No	No	No	No	SPZB	No	No	No	No	No	No	No	No	No
Scrapyards	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Self-Storage facilities	No	No	No	No	No	No	Yes	Yes	Yes	No	No	No	No	No
Shopping mall where the ground area covered by the buildings exceeds fifteen thousand (15,000) sq. ft.	No	No	No	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Take-out restaurants	No	Yes	No	No	Yes	No	No	Yes	Yes	No	No	Yes	No	Yes
Theaters; movie cinemas	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Wellness, dance, exercise and aerobic studios, martial arts studio	No	Yes	Yes	Yes	Yes	No	No	Yes	Yes	No	No	Yes	No	Yes
Wholesale store	No	Yes	Yes	Yes	No	No	No	No	No	No	SPZB	Yes	SPZB	Yes
Manufacturing Uses	No	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Manufacturing	No	No	No	No	Yes	Yes	No	Yes	Yes	No	No	No	Yes	No
Warehouses	No	No	No	No	No	No	No	Yes	Yes	No	No	No	No	No
Miscellaneous Uses														
Accessory use or building to an allowed use or building	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Biotechnology	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Drive-up windows	No	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	No
Golf course, driving range, miniature golf, par-three golf	SPZB	No	SPZB	SPZB	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	No
Off-street parking of vehicles as provided for in § 310-6.7.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Radioactive material storage or handling	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Scoreboard	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Signs as provided for in § 310-6.9	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Small wastewater treatment facilities, as regulated by the Town Board of Health	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

SPPB-Special Permit Planning Board and SPZBA-SPZB Special Permit Zoning Board of Appeals



# TOWN OF NORFOLK FY25 BUDGET

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
1	REVENUE BUDGET	2
2	BUDGET DRIVERS	3
3	EMPLOYEE BENEFITS	4
4	EXCLUDED DEBT	5
5	DEBT	6
6	SUMMARY BUDGET	7-10
7	WATER ENTERPRISE BUDGET	11
8	WASTE WATER ENTERPRISE BUDGET	12

# Town of NORFOLK

## Revenue Budget

	FY22 Budget	FY23 Budget	FY24 Budget	FY25 Budget
Tax Levy Base (Prior Levy Limit)	\$32,895,507	\$34,447,051	\$36,270,061	\$37,880,070
2.5%	\$822,388	\$861,176	\$906,752	\$947,002
New Growth	\$729,156	\$961,834	\$703,257	\$650,000
<b>Reserve for Abatements</b>	<b>(\$150,000)</b>	<b>(\$150,000)</b>	<b>(\$150,000)</b>	<b>(\$150,000)</b>
Total Levy Base	\$34,297,051	\$36,120,061	\$37,730,070	\$39,327,072
<b>Local Estimated Receipts:</b>				
Motor Vehicle	\$1,825,000	\$1,835,000	\$1,915,000	\$1,940,000
Penalties/Interest on Taxes	\$90,000	\$90,000	\$95,000	\$110,000
P.I.L.O.T.	\$75,000	\$0	\$0	\$7,000
Water Dept - Indirect Costs	\$65,000	\$65,000	\$70,000	\$70,000
Septic - Indirect Costs	\$5,000	\$5,000	\$5,000	\$5,000
Transfer Station Revenue	\$250,000	\$250,000	\$275,000	\$285,000
Fees	\$17,500	\$17,500	\$17,500	\$18,500
Other Dept'l Revenue	\$150,000	\$150,000	\$150,000	\$150,000
Lease & Maintenance - Public Safety	\$90,000	\$90,000	\$90,000	\$90,000
Licenses & Permits	\$425,000	\$450,000	\$485,000	\$535,000
Fines & Forfeits	\$17,500	\$17,500	\$17,500	\$16,000
Investment Income	\$25,000	\$25,000	\$25,000	\$35,000
Meals Tax	\$70,000	\$80,000	\$80,000	\$75,000
Ambulance Receipts	\$470,000	\$475,000	\$475,000	\$475,000
Miscellaneous Recurring	\$25,000	\$25,000	\$25,000	\$25,000
Miscellaneous Non - Recurring	\$100,000	\$300,000	\$200,000	\$300,000
<b>Total Estimated Receipts</b>	<b>\$3,700,000</b>	<b>\$3,875,000</b>	<b>\$3,925,000</b>	<b>\$4,136,500</b>
<b>Cherry Sheet:</b>				
School Aid				
Chapter 70	\$3,490,425	\$3,521,115	\$3,582,105	\$3,643,335
Charter School Reimbursement	\$44,266	\$73,003	\$85,050	\$57,345
<b>Total Education - State Aid</b>	<b>\$3,534,691</b>	<b>\$3,594,118</b>	<b>\$3,667,155</b>	<b>\$3,700,680</b>
<b>General Government</b>				
Unrestricted Gen Gov't Aid	\$1,053,971	\$1,082,428	\$1,133,103	\$1,180,826
Additional Aid	\$21,266	\$20,870	\$28,089	\$27,372
Police Career Incentive				
Exemptions:Vets/Blind/Surviving Spous	\$81,787	\$88,009	\$73,038	\$90,139
State Owned Land	\$230,128	\$259,679	\$376,835	\$378,627
<b>Total General Government - State Aid</b>	<b>\$1,387,152</b>	<b>\$1,450,986</b>	<b>\$1,611,065</b>	<b>\$1,676,964</b>
<b>Cherry Sheet Revenue Total</b>	<b>\$4,921,843</b>	<b>\$5,045,104</b>	<b>\$5,278,220</b>	<b>\$5,377,644</b>
<b>Cherry Sheet Assessments</b>	<b>(\$668,082)</b>	<b>(\$716,812)</b>	<b>(\$745,046)</b>	<b>(\$718,532)</b>
<b>Net Cherry Sheet Total</b>	<b>\$4,253,761</b>	<b>\$4,328,292</b>	<b>\$4,533,174</b>	<b>\$4,659,112</b>
<b>Total Operating Revenue</b>	<b>\$42,250,812</b>	<b>\$44,323,353</b>	<b>\$46,188,244</b>	<b>\$48,122,684</b>
<b>Other Sources:</b>				
Receipts Reserved Cemetery	\$0	\$0	\$0	\$0
Free Cash (to pay Capital Debt)	\$0	\$0	\$0	\$0
ARPA - Federal Allocation	\$0	\$354,104	\$944,000	\$195,000
Stabilization	\$0	\$0	\$0	\$0
Free Cash	\$0	\$0	\$159,215	\$605,199
<b>Total Other Sources</b>	<b>\$0</b>	<b>\$354,104</b>	<b>\$1,103,215</b>	<b>\$800,199</b>
<b>Total Non-Exclud Budget Sources</b>	<b>\$42,250,812</b>	<b>\$44,677,457</b>	<b>\$47,291,459</b>	<b>\$48,922,883</b>

\$1,631,424

# TOWN OF NORFOLK - Recommended Budget

## Budget Summary

General Revenue						
	FY 22	FY 23	FY 24	FY 25	Difference	%
<b>Revenue</b>						
Real Estate Taxes (Non Excluded)	\$34,297,051	\$36,120,061	\$37,730,070	\$39,327,072	\$1,597,002	4.23%
State Aid	\$4,253,761	\$4,328,292	\$4,533,174	\$4,659,112	\$125,938	2.78%
Local Receipts	\$3,700,000	\$3,875,000	\$3,925,000	\$4,136,500	\$211,500	5.39%
Non Recurring Revenues	\$0	\$354,104	\$1,103,215	\$800,199	(\$303,016)	-27.47%
<b>Total Available (Non Excluded)</b>	<b>\$42,250,812</b>	<b>\$44,677,457</b>	<b>\$47,291,459</b>	<b>\$48,922,883</b>		
<b>Fixed Costs</b>						
Debt Service (Non Excluded)	\$575,360	\$625,442	\$633,231	\$609,703	(\$23,528)	-3.72%
Health Insurance	\$2,394,820	\$2,570,000	\$2,816,191	\$3,073,156	\$256,965	9.12%
Norfolk County Retirement	\$2,524,929	\$2,711,584	\$3,019,722	\$3,089,848	\$70,126	2.32%
Unemployment Benefits	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0.00%
Medicare	\$260,000	\$280,000	\$298,000	\$335,000	\$37,000	12.42%
Other Employee Benefits	\$134,500	\$135,000	\$117,000	\$115,000	(\$2,000)	-1.71%
Building Liability	\$391,700	\$400,000	\$423,000	\$435,700	\$12,700	3.00%
Tri-County	\$422,756	\$581,238	\$712,224	\$764,364	\$52,140	7.32%
Norfolk Agricultural School	\$30,800	\$63,660	\$56,056	\$67,605	\$11,549	20.60%
Transfer Station Expenses	\$430,369	\$435,847	\$444,591	\$479,006	\$34,415	7.74%
Road Program	\$1	\$1	\$1	\$1	\$0	0.00%
Reserve Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$0	0.00%
Shared Services (Fuel, St. Lights, Landfill, Snow)	\$513,198	\$770,217	\$773,518	\$711,994	(\$61,524)	-7.95%
<b>Total</b>	<b>\$7,753,433</b>	<b>\$8,647,989</b>	<b>\$9,368,534</b>	<b>\$9,756,377</b>		
<b>Discretionary Costs</b>						
Norfolk Elementary	\$13,751,333	\$14,442,309	\$15,086,615	\$15,565,080	\$478,465	3.17%
General Government	\$2,496,167	\$2,561,655	\$2,656,130	\$2,731,174	\$75,044	2.83%
{Facilities Maintenance}	\$1,173,551	\$1,286,338	\$1,234,549	\$1,240,387	\$5,838	0.47%
Public Safety	\$5,754,122	\$6,071,916	\$6,387,963	\$6,707,950	\$319,987	5.01%
Public Works - Operations	\$1,364,647	\$1,376,651	\$1,323,015	\$1,352,812	\$29,797	2.25%
King Philip Operating Budget	\$9,039,693	\$9,283,031	\$10,321,203	\$10,672,728	\$351,525	3.41%
Culture and Recreation	\$812,063	\$891,176	\$885,965	\$896,375	\$10,410	1.17%
<b>Total</b>	<b>\$34,391,576</b>	<b>\$35,913,076</b>	<b>\$37,895,440</b>	<b>\$39,166,506</b>		

**Proposed Employee Benefits**

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>Change</u>	<u>%</u>
Medical Insurance	\$2,394,820	\$2,570,000	\$2,816,191	\$3,073,156	\$256,965	9.12%
Life Insurance	\$13,000	\$13,000	\$10,000	\$10,000	\$0	0.00%
Longevity	\$101,500	\$102,000	\$92,000	\$90,000	(\$2,000)	-2.17%
Medicare	\$260,000	\$280,000	\$298,000	\$335,000	\$37,000	12.42%
Unemployment Comp.	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0.00%
State/County Retirement	\$2,524,929	\$2,711,584	\$3,019,722	\$3,089,848	\$70,126	2.32%
Contractual Benefits	\$20,000	\$20,000	\$15,000	\$15,000	\$0	0.00%
	<u>\$5,339,249</u>	<u>\$5,721,584</u>	<u>\$6,275,913</u>	<u>\$6,638,004</u>	<u>\$362,091</u>	<u>5.77%</u>

**Excluded Debt  
FY 25**

	FY22	FY23	FY24	FY25
<b>Excluded Debt Revenue</b>				
<b>Debt Exclusions</b>				
King Philip (Net SBA)	\$558,353	\$528,846	\$540,090	\$519,400
Library Expansion	\$158,165	\$134,741	\$0	\$0
Freeman Kennedy	\$1,194,570	\$1,152,270	\$1,119,970	\$1,085,170
Fire Station Building 23	\$0	\$0	\$598,228	\$1,746,545
Public Safety Building - MECC	\$772,394	\$754,244	\$736,094	\$717,944
<b>Total Debt Exclusions</b>	<b>\$2,683,482</b>	<b>\$2,570,101</b>	<b>\$2,994,382</b>	<b>\$4,069,059</b>

	FY22	FY23	FY24	FY25
<b>Excluded Debt Budget</b>				
<b>Debt Exclusions</b>				
King Philip (Net SBA)	\$558,353	\$528,846	\$540,090	\$519,400
Library Expansion	\$158,165	\$134,741	\$0	\$0
Freeman Centennial	\$1,194,570	\$1,152,270	\$1,119,970	\$1,085,170
Fire Station Building 23	\$0	\$0	\$598,228	\$1,746,545
Public Safety Building - MECC	\$772,394	\$754,244	\$736,094	\$717,944
<b>Total Debt Exclusions</b>	<b>\$2,683,482</b>	<b>\$2,570,101</b>	<b>\$2,994,382</b>	<b>\$4,069,059</b>

Date of Issue	Purpose	2024	2025	2026	2027	2028	2029	2030
<b>General Fund Non-Exempt</b>								
9/15/2017	Leachate Pond Cover	10,920.00	10,560.00	10,200.00	9,885.00	9,615.00	8,360.00	8,120.00
11/9/2007	Sewer CW-04-12 MW PAT Refun	13,061.24	13,061.34	13,061.83				
3/18/2009	Sewer CW-04-12-A MW PAT	1,299.28	1,298.32	1,298.86				
9/15/2017	Public Safety Septic Refunding	6,010.00	5,810.00	5,610.00	5,435.00	4,300.00	4,180.00	4,060.00
9/15/2017	Land Acquisition Refunding	11,600.00	11,200.00	10,800.00	10,450.00	10,150.00		
9/15/2017	Land Acquisition - Police	106,150.00	103,550.00	100,950.00	99,675.00	96,725.00	94,775.00	92,825.00
6/1/2020	School Feasibility Refunding (201	11,470.00	11,020.00	10,570.00	11,120.00	9,920.00	10,740.00	9,540.00
6/15/2020	School Roof	126,900.00	121,900.00	116,900.00	111,900.00	109,900.00	107,900.00	105,900.00
6/15/2020	Truck	38,350.00	33,600.00					
6/15/2020	Roads	29,810.00	23,560.00	21,560.00	21,160.00	20,760.00	18,360.00	
7/31/2014	Roads/Vehicles/Sprinkler (\$750,5	43,925.67	42,492.46					
2/6/2019	Ambulance (\$295,000)	61,582.91						
2/5/2021	Roads/Truck/Plow (\$359,000)	81,229.79	78,650.00	75,800.00				
6/30/2022	Capital (\$980,000)	137,237.25	138,000.00	133,000.00	128,000.00	123,000.00	118,000.00	113,000.00
<b>Total Non-Exempt Debt</b>		679,546.14	594,702.12	499,750.69	397,625.00	384,370.00	362,315.00	333,445.00

Date of Issue	Purpose	2024	2025	2026	2027	2028	2029	2030
<b>General Fund Exempt Debt</b>								
8/22/2019	School - Refunding	882,950.00	854,450.00	820,700.00	786,950.00	748,200.00	711,400.00	671,600.00
9/15/2017	Building Construction - Public Sa	325,900.00	318,500.00	311,100.00	304,625.00	299,075.00	293,525.00	287,975.00
3/15/2019	Building Construction - Public Sa	410,193.75	399,443.75	388,693.75	377,943.75	367,193.75	356,443.75	347,843.75
6/15/2020	School Refunding (2012)	237,020.00	230,720.00	223,270.00	217,720.00	214,820.00	204,900.00	199,100.00
5/24/2023	Fire Station	598,228.00						
4/10/2024	Fire Station	1,746,545.00	1,731,950.00	1,692,700.00	1,653,450.00	1,609,200.00	1,609,200.00	1,570,200.00
<b>Total Exempt Debt</b>		2,454,291.75	3,549,658.75	3,475,713.75	3,379,938.75	3,282,738.75	3,175,468.75	3,076,718.75

5

Date of Issue	Purpose	2024	2025	2026	2027	2028	2029	2030
<b>Water Debt</b>								
9/15/2017	Gold Street Well Site Refunding	21,160.00	21,460.00	21,720.00	21,055.00	20,485.00	19,915.00	21,315.00
9/15/2017	Medway Branch Mains Refundinç	15,090.00	16,570.00	15,030.00	14,575.00	16,155.00	15,705.00	16,240.00
9/15/2017	Maple St. Water Mains Refundinç	11,230.00	10,870.00	11,490.00	11,140.00	11,825.00	11,495.00	11,165.00
9/15/2017	Water Mains Refunding	47,040.00	47,480.00	49,800.00	43,335.00	45,120.00	44,845.00	40,600.00
8/22/2019	Spruce Road Well - Refunding	19,550.00	18,800.00	18,050.00	17,300.00	16,550.00	15,950.00	10,500.00
3/15/2019	Water	163,500.00	159,250.00	155,000.00	150,750.00	146,500.00	142,250.00	138,850.00
4/10/2024	Water Meters	208,250.00	203,000.00	203,000.00	196,000.00	189,000.00	182,000.00	175,000.00
4/10/2023	Water	136,050.00	135,000.00	135,000.00	132,000.00	129,000.00	126,000.00	123,000.00
<b>Total Water Debt</b>		277,570.00	618,730.00	609,090.00	586,155.00	574,635.00	558,160.00	536,670.00
<b>Total All Debt</b>		3,411,407.89	4,763,090.87	4,584,554.44	4,363,718.75	4,241,743.75	4,095,943.75	3,946,833.75

## Town of Norfolk - Fiscal 2025 General Fund Budget

		FY 24	FY 25 Requested	Change	%
<b>GENERAL GOVERNMENT</b>					
<b>Selectmen/Town Admin.</b>	Salary	\$314,800	\$327,392		
	Expense	\$27,350	\$26,350		
	<b>Total</b>	<b>\$342,150</b>	<b>\$353,742</b>	\$11,592	3.4%
<b>Advisory</b>	Salary	\$6,000	\$6,000		
	Expense	\$6,000	\$6,000		
	<b>Sub Total</b>	<b>\$12,000</b>	<b>\$12,000</b>		
	Reserve Fund	\$50,000	\$50,000		
	<b>Advisory Board Total</b>	<b>\$62,000</b>	<b>\$62,000</b>	\$0	0.0%
<b>Municipal Finance</b>	Salary	\$722,131	\$754,242		
<b>Board of Assessors</b>	Expense	\$170,700	\$173,650		
	Audit	\$35,000	\$35,000		
Assessors	Valuation	\$7,000	\$7,500		
Assessors	Expense	\$2,000	\$2,500		
	<b>Total</b>	<b>\$936,831</b>	<b>\$972,892</b>	\$36,061	3.8%
<b>Town Counsel</b>	Expense	\$110,000	\$110,000		
	<b>Total</b>	<b>\$110,000</b>	<b>\$110,000</b>	\$0	0.0%
<b>Human Resources</b>	Salary	\$118,375	\$121,576		
	Expense	\$650	\$650		
	<b>Total</b>	<b>\$119,025</b>	<b>\$122,226</b>	\$3,201	2.7%
<b>Information Technology</b>	Salary	\$157,318	\$163,611		
	Expenses	\$170,340	\$164,820		
	<b>Total</b>	<b>\$327,658</b>	<b>\$328,431</b>	\$773	0.2%
<b>Tax Title/Foreclosure</b>	Expense	\$15,000	\$15,000		
	<b>Total</b>	<b>\$15,000</b>	<b>\$15,000</b>	\$0	0.0%
<b>Facilities Management</b>	Salary	\$217,667	\$212,829		
	Expense	\$1,016,882	\$1,027,558		
	<b>Total</b>	<b>\$1,234,549</b>	<b>\$1,240,387</b>	\$5,838	0.5%
<b>Facilities Management</b>	Expense	\$30,290	\$25,650	(\$4,640)	-15.3%
<b>(INFORMATIONAL)</b>	Town Hall	\$96,478	\$88,200	(\$8,278)	-8.6%
	DPW	\$63,387	\$66,250	\$2,863	4.5%
	Senior Center	\$50,402	\$47,140	(\$3,262)	-6.5%
	Old Town Hall & Garage	\$1,200	\$1,200	\$0	0.0%
	Fire Station	\$74,140	\$57,182	(\$16,958)	-22.9%
	Police Station	\$145,370	\$109,325	(\$36,045)	-24.8%
	Solar Power Generation	\$182,095	\$269,396	\$87,301	47.9%
	Elementary Maintenance	\$247,805	\$240,100	(\$7,705)	-3.1%
	Library	\$73,215	\$71,115	(\$2,100)	-2.9%
	Major Maintenance	\$52,500	\$52,000	(\$500)	-1.0%
	<b>Sub-Total</b>	<b>\$1,016,882</b>	<b>\$1,027,558</b>	<b>\$10,676</b>	<b>1.0%</b>
<b>Town Clerk</b>	Salary	\$141,475	\$147,120		
	Expense	\$10,356	\$10,411		
	<b>Total</b>	<b>\$151,831</b>	<b>\$157,531</b>	\$5,700	3.8%
<b>Elections</b>	Salary	\$11,950	\$18,175		
	Expense	\$32,620	\$33,880		
	<b>Total</b>	<b>\$44,570</b>	<b>\$52,055</b>	\$7,485	16.8%
<b>Wetlands - 2074</b>	Salary	\$7,000	\$7,000		
	<b>Total</b>	<b>\$7,000</b>	<b>\$7,000</b>	\$0	0.0%
<b>Land Use Department</b>	Salary	\$305,058	\$316,103		
	Expense	\$31,600	\$29,925		

Conservation Commission	Expense	\$750	\$750		
	Total	\$337,408	\$346,778	\$9,370	2.8%
Town Reports	Expense	\$2,000	\$2,000		
	Total	\$2,000	\$2,000	\$0	0.0%
<b>GENERAL GOVERNMENT</b>		<b>\$3,683,022</b>	<b>\$3,763,042</b>	<b>\$80,020</b>	<b>2.2%</b>
<b>PUBLIC SAFETY</b>					
Police	Salary	\$2,991,585	\$3,156,004		
	Expense	\$243,472	\$241,874		
	Total	\$3,235,057	\$3,397,878	\$162,821	5.0%
Fire & Ambulance	Salary	\$2,310,000	\$2,349,826		
	Expense	\$125,000	\$126,473		
	Total	\$2,435,000	\$2,476,299	\$41,299	1.7%
Ambulance Billing - Transfer	Expense	\$0	\$0		
	Total	\$0	\$0	\$0	#DIV/0!
Building Dept	Salary	\$339,320	\$352,666		
	Expense	\$11,500	\$11,000		
	Total	\$350,820	\$363,666	\$12,846	3.7%
Weights & Measures	Expense	\$1,600	\$1,600		
	Total	\$1,600	\$1,600	\$0	0.0%
Emergency Management	Salary	\$700	\$700		
	Expense	\$900	\$900		
	Total	\$1,600	\$1,600	\$0	0.0%
Animal Inspector	Salary	\$2,948	\$3,067		
	Expense	\$218	\$200		
	Total	\$3,166	\$3,267	\$101	3.2%
Animal Control	Salary	\$81,120	\$84,788		
	Expense	\$7,250	\$6,750		
	Total	\$88,370	\$91,538	\$3,168	3.6%
MECC - Assessment	Salary	\$0	\$0		
	Regional	\$272,350	\$372,102		
	Total	\$272,350	\$372,102	\$99,752	36.6%
<b>Total Public Safety</b>		<b>\$6,387,963</b>	<b>\$6,707,950</b>	<b>\$319,987</b>	<b>5.0%</b>
<b>EDUCATION</b>					
	Norfolk Elementary	\$15,086,615	\$15,565,080	\$478,465	3.2%
	King Philip Regional (Operating)	\$10,321,203	\$10,672,728	\$351,525	3.4%
	King Philip Regional (Stabilization Transfer)				
	Norfolk Agricultural School	\$56,056	\$67,605	\$11,549	20.6%
	Tri-County	\$712,224	\$764,364	\$52,140	7.3%
<b>Total Education</b>		<b>\$26,176,098</b>	<b>\$27,069,777</b>	<b>\$893,679</b>	<b>3.4%</b>
<b>PUBLIC WORKS</b>					
DPW Administration	Salary	\$174,055	\$177,712		
	Expense	\$91,700	\$90,200		
	Total	\$265,755	\$267,912	\$2,157	0.8%
Highway	Salary	\$248,113	\$245,398		
	Expense	\$144,500	\$130,500		
	Total	\$392,613	\$375,898	(\$16,715)	-4.3%
Vehicle Maintenance	Salary	\$171,718	\$165,919		
	Expense	\$163,500	\$155,600		
	Total	\$335,218	\$321,519	(\$13,699)	-4.1%

Grounds Municipal	Salary	\$213,995	\$278,754		
	Expense	\$75,650	\$73,800		
	<b>Total</b>	<b>\$289,645</b>	<b>\$352,554</b>	\$62,909	21.7%
Grounds - Cemetery	Salary	\$27,184	\$27,029		
	Expense	\$10,100	\$5,400		
	<b>Total</b>	<b>\$37,284</b>	<b>\$32,429</b>	(\$4,855)	-13.0%
Custodian of Veteran Graves	Salary	\$0			
	Expense	\$2,500	\$2,500		
	<b>Total</b>	<b>\$2,500</b>	<b>\$2,500</b>	\$0	0.0%
<b>Sub-Total Public Works</b>		<b>\$1,323,015</b>	<b>\$1,352,812</b>	<b>\$29,797</b>	<b>2.3%</b>
<b>SHARED/FIXED COSTS (Administered by DPW)</b>					
Road Program	<b>Total</b>	<b>\$1</b>	<b>\$1</b>	<b>\$0</b>	<b>0.0%</b>
<b>Non - Appropriated Funds</b>					
<b>Road Program (Chapter 90)</b>					
Landfill	Expense	\$114,995	\$125,170		
	<b>Total</b>	<b>\$114,995</b>	<b>\$125,170</b>	\$10,175	8.8%
Snow & Ice	Expense	\$250,000	\$250,000		
	<b>Total</b>	<b>\$250,000</b>	<b>\$250,000</b>	\$0	0.0%
Stormwater Management	Expense	\$300,000	\$221,000		
	<b>Total</b>	<b>\$300,000</b>	<b>\$221,000</b>	(\$79,000)	-26.3%
Street Lighting	Expense	\$12,700	\$20,000		
	<b>Total</b>	<b>\$12,700</b>	<b>\$20,000</b>	\$7,300	57.5%
Town Vehicle Fuel	Expense	\$95,823	\$95,823		
	<b>Total</b>	<b>\$95,823</b>	<b>\$95,823</b>	\$0	0.0%
<b>Total Shared / Fixed Costs</b>		<b>\$773,518</b>	<b>\$711,994</b>	<b>(\$61,524)</b>	<b>-8.0%</b>
<b>Transfer Station</b>					
Transfer Station	Salary	\$268,191	\$279,856		
	Expense	\$176,400	\$199,150		
	<b>Total</b>	<b>\$444,591</b>	<b>\$479,006</b>	\$34,415	7.7%
<b>Total Transfer Station</b>		<b>\$444,591</b>	<b>\$479,006</b>	<b>\$34,415</b>	<b>7.7%</b>
<b>Total Public Works</b>		<b>\$2,541,124</b>	<b>\$2,543,812</b>	<b>\$2,688</b>	<b>0.1%</b>
<b>HUMAN SERVICES</b>					
<b>Board of Health</b>					
	Expense	\$35,000	\$35,000		
	<b>Total</b>	<b>\$35,000</b>	<b>\$35,000</b>	\$0	0.0%
Special Programs	SNCARC	\$4,025	\$4,025		
	<b>Total</b>	<b>\$4,025</b>	<b>\$4,025</b>	\$0	0.0%
Council on Aging	Salary	\$175,510	\$176,572		
	Expense	\$10,122	\$9,922		
	<b>Total</b>	<b>\$185,632</b>	<b>\$186,494</b>	\$862	0.5%
Veteran's Services	Salary	\$12,000	\$12,480		
	Expense	\$21,000	\$20,520		
	<b>Total</b>	<b>\$33,000</b>	<b>\$33,000</b>	\$0	0.0%
<b>Total Human Services</b>		<b>\$257,657</b>	<b>\$258,519</b>	<b>\$862</b>	<b>0.3%</b>
<b>CULTURE AND RECREATION</b>					
Library	Salary	\$534,430	\$547,353		
	Expense	\$196,200	\$192,200		

	<b>Total</b>	<b>\$730,630</b>	<b>\$739,553</b>	<b>\$8,923</b>	<b>1.2%</b>
Recreation Revolving 2151	Salary	\$6,500	\$6,500	\$0	
Recreation	Salary	\$151,485	\$152,972		
	Expense	\$2,700	\$2,700		
	<b>Total</b>	<b>\$154,185</b>	<b>\$155,672</b>	<b>\$1,487</b>	<b>1.0%</b>
Historical Commission	Expense	\$500	\$500		
	<b>Total</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	<b>0.0%</b>
Memorial Day	Expense	\$650	\$650		
	<b>Total</b>	<b>\$650</b>	<b>\$650</b>	<b>\$0</b>	<b>0.0%</b>
<b>Total Culture &amp; Rec.</b>		<b>\$885,965</b>	<b>\$896,375</b>	<b>\$10,410</b>	<b>1.2%</b>
<b>FIXED COSTS</b>					
	Employee Benefits	\$6,275,913	\$6,638,004	\$362,091	5.8%
	Building/Liability Insurance	\$423,000	\$435,700	\$12,700	3.0%
<b>Total Fixed Costs</b>		<b>\$6,698,913</b>	<b>\$7,073,704</b>	<b>\$374,791</b>	<b>5.6%</b>
<b>DEBT SERVICE</b>					
	Non - Exempt Debt Service	\$633,231	\$609,703	(\$23,528)	-3.7%
<b>Total Local Debt Service</b>		<b>\$633,231</b>	<b>\$609,703</b>	<b>(\$23,528)</b>	<b>-3.7%</b>
<b>TOTAL OPERATING BUDGET WITHOUT EXEMPT DI</b>		<b>\$47,263,974</b>	<b>\$48,922,883</b>	<b>\$1,658,909</b>	<b>3.5%</b>
<b>EXEMPT DEBT</b>					
	Local	\$2,454,292	\$3,549,659	\$1,095,367	44.6%
	King Philip	\$540,090	\$519,400	(\$20,690)	-3.8%
	<b>Total - Exempt Debt</b>	<b>\$2,994,382</b>	<b>\$4,069,059</b>		
	<b>Grand Total</b>	<b>\$50,258,356</b>	<b>\$52,991,942</b>	<b>\$2,733,586</b>	<b>5.4%</b>
<b>REVENUES</b>					
	Municipal Tax Revenue	\$37,730,070	\$39,327,072		
	Local Receipts	\$3,925,000	\$4,136,500		
	State Aid	\$4,533,174	\$4,659,112		
	Other Sources	\$1,103,215	\$800,199		
	<b>Total Operating Budget Sou</b>	<b>\$47,291,459</b>	<b>\$48,922,883</b>		
<b>Surplus / (Deficit)</b>			<b>(\$0)</b>		

TOWN OF NORFOLK - WATER DEPARTMENT BUDGET						
	FY2022	FY2023	FY2024	FY2025 Requested	INCREASE (DECREASE)	
Salaries	318,748	336,534	355,421	366,945	18,887	
Expenses	186,550	182,300	191,050	191,000	8,750	
Engineering & Contract Services	385,580	385,580	392,462	390,240	6,882	
Water Purchase	30,000	30,000	30,000	33,100	0	
Fuel & Utilities	92,650	94,288	111,145	150,300	16,857	
Indirect Costs	226,321	241,155	262,383	268,331	21,228	
Unforeseen Expenses	50,000	50,000	50,000	50,000	0	
<b>Sub Total (Salaries &amp; Expenses)</b>	<b>1,289,849</b>	<b>1,319,857</b>	<b>1,392,461</b>	<b>1,449,916</b>	<b>72,604</b>	
Debt Service	523,829	453,239	278,193	618,730	(175,046)	
Capital - Retained Earnings	0	0			0	
<b>Total (including Debt &amp; Capital)</b>	<b>1,813,678</b>	<b>1,773,096</b>	<b>1,670,654</b>	<b>2,068,646</b>	<b>-102,442</b>	

TOWN OF NORFOLK						
Waste Water Treatment Facility - Town Cent						
	FY2022	FY2023	FY2024	FY2025	INCREASE	COMMENTS
				Requested (DECREASE)		
<b>SALARIES</b>	13,278	13,850	14,254	14,736	482	
<b>EXPENSES</b>						
Waste Water Treatment (Whitewater)	70,000	73,500	71,741	71,741	0	
Utilities	14,000	14,700	17,640	17,640	0	
Equipment & System Maintenance	5,000	5,000	5,000	5,000	0	
Permits	2,000	2,000	2,000	2,000	0	
Building Maintenance	2,500	2,500	2,500	2,500	0	
Management Expenses	19,767	20,483	20,483	13,848	(6,635)	
Equipment Repairs	25,000	25,000	25,000	25,000	0	
Legal Fees	0	0	25,000	25,000	0	
<b>TOTAL SALARIES &amp; EXPENSES</b>	<b>151,545</b>	<b>157,033</b>	<b>183,618</b>	<b>177,465</b>	<b>(6,153)</b>	
<b>Unforseen Expenses</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	
<b>Total Waste Water Budget</b>	<b>171,545</b>	<b>177,033</b>	<b>203,618</b>	<b>197,465</b>	<b>(6,153)</b>	

# Article 3 – Transfers

Description	From	To
Free Cash	\$63,026.87	
Norfolk Agricultural School Assessment		\$8,624.00
Norfolk Public Schools (DOE)		\$9,565.17
DPW – Snow and Ice Expense		\$44,837.70
<b>Total</b>	<b>\$63,026.87</b>	<b>\$63,026.87</b>

# Article 10 Capital From Borrowing

Description	From	To
Borrowing:	\$465,000.00	
Fire Department - Ambulance		\$465,000.00
<b>Total Budget</b>	<b>\$465,000.00</b>	<b>\$465,000.00</b>

Article 26- To see if the Town will vote to amend the Norfolk Zoning Bylaws Section 310-4.2 Schedule of Use Regulations Attachment 1 by deleting the strikethrough language and adding new language in bold print or take any action in relation thereto

Legend:

**Green** = New Column separating combined Districts Columns or New Use Row

**Red** = Delete Column after separating combined District Columns or Delete Use Row that is no longer needed

**Yellow** = Change

	R	B-1	B3/4 B-3	B-4	C-1 ON Hwy	C-1 OFF Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C3/C5 C-3	C-4	C-5	C-6
Public and Semi-Public Uses														
Cemetery	SPZB	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Cultural center, symphony hall or other place for the community's or the public's enjoyment of indoor or outdoor musical, dramatic, or artistic performances; amphitheaters	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Facility for the evaluation, treatment and counseling of persons suffering from alcoholism, drug dependence or mental illness who do not require general hospital admission	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Historical or cultural society	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Municipal, county, state or federal	SPZB	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Museums	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Non-profit general acute care hospital including facilities for the evaluation and treatment of acutely ill alcoholic or drug dependent patients and for persons suffering from mental illness who do not appear to be dangerous to others at the time of admission in the opinion of the attending physician	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
Nursing home, hospice, respite facility, life care center, physical therapy and rehabilitation facility, health care, sports medicine facility	No	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Open space, village greens and squares	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Other hospitals, convalescent home, sanitarium, camp	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No	No
Post office	No	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Private club not conducted for profit	SPZB	No	Yes	Yes	No	No	No	No	No	No	SPZB	No	SPZB	No
Private schools (for profit)	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Public educational	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Religious	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

	R	B-1	B3/4 B-3	B-4	OFF	OFF	OFF	OFF	OFF	OFF	C3/C5 C-3	C-4	C-5	C-6
technician skills, schools of physiotherapy and	No	No	No	No	No	No	No	No	No	No	No	No	No	No
	No	Yes	No	No	Yes	Yes	No	No	No	No	No	No	No	No
Telecommunications consisting of wireless communication facilities limited to the Wireless Communications Overlay District + as provided for in § 310-6.13 and wireless communication facility equipment building limited to the Wireless Communications Overlay District + as provided for in § 310-	SPZB	SPZB	SPZB	SPZB	No	SPZB	No	No	No	No	No	SPZB	No	SPZB
transmission lines, substation, pumping	SPZB	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio -of three units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations: (1) detached one family dwelling; (2) attached one-family dwellings in a townhouse style building and not exceeding 2 ½ stories in	No	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio of four units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations: (1) detached one family dwelling; (2) Attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding two stories in height. (3) Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.	No	No	No	No	No	No	No	No	No	No	No	Yes	No	No





	R	B-1	B3/4 B-3	B-4	ON	OFF	OFF	OFF	OFF	C3/C5 C-3	C-4	C-5	C-6
	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	No	No	No	No	No	No	No	No	SPZB	SPZB	SPZB	SPZB
	No	No	No	No	No	No	No	No	No	No	No	No	No
	No	No	No	No	No	No	No	No	No	No	No	No	No
	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
operated as a business for gain and limited to	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No
	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Kennel, commercial boarding or training; kennel, commercial breeder minimum requirements: 5 acres of land, kennel enclosures must be at least 100 feet to property line and 500 feet to neighboring dwellings.	SPZB	No	SPZB	SPZB	SPZB	No	No	No	No	No	No	No	No
	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	SPZB	SPZB	SPZB
	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
	No	No	No	No	No	No	No	No	No	No	No	No	No
	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No

	R	B-1	B3/4 B-3	B-4	C-1 ON	C-1 OFF	C-1a OFF	C-1b OFF	C-1c OFF	C-1d OFF	C-3/C5 C-3	C-4	C-5	C-6
	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
	No	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage of more than one commercial vehicle, limited to the rear yard of a minimum	No	No	No	No	SPZB	No	Yes	No	No	No	No	No	No	No
Outdoor storage of more than three commercial vehicles, limited to the rear yard	No	No	No	No	No	SPZB	SPZB	No	No	No	No	No	No	No
	No	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
Darkness lots as a principal use as part of a planned multi-lot development, except on	No	No	No	No	SPZB	Yes	Yes	No	No	No	No	No	No	No
	No	No	No	No	Yes	No	No	No	No	No	No	No	No	No
	No	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	SPZB	Yes	SPZB	Yes
	No	SPZB	No	No	SPZB	SPZB	SPZB	Yes	Yes	Yes	No	No	No	No
	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Sales (retail or wholesale) of beer, wine and alcoholic beverages for off-premises	No	No	No	No	SPZB	No	No	No	No	No	No	No	No	No
	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Shopping mall where the ground area covered by the buildings exceeds fifteen thousand	No	No	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB	No
	No	Yes	No	No	Yes	No	Yes	Yes	Yes	Yes	No	Yes	No	Yes
	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	No	Yes	Yes	Yes	No	No	No	No	No	No	SPZB	Yes	SPZB	Yes
	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

	R	B-1	<del>B3/4</del> B-3	B-4	ON	<del>OFF</del>	OFF	OFF	OFF	OFF	C-3/C5 C-3	C-4	C-5	C-6
	No	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	No
	SPZB	No	SPZB	SPZB	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	No
	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

SPPB-Special Permit Planning Board and ~~SPZB-A~~ SPZB Special Permit Zoning Board of Appeals

**SPECIAL TOWN MEETING - NOVEMBER 12, 2024**

On Tuesday the 12th day of November 2024 at 7:04 PM Moderator Jason Talerma called the Special Town Meeting to order. This meeting was held at the King Philip Middle School – 18 King Street, Norfolk, MA 02056

Moderator Talerma declared the warrant duly posted and waived the reading of the warrant. The Pledge of Allegiance was followed by introductions.

Town Administrator Justin Casanova-Davis, Finance Director Todd Lindmark, Select Board members James Lehan, Anita Mecklenburg, Kevin Roche, Town Clerk Carol Greene, Assistant Town Clerk Rebecca Tefft, Town Counsel Tom Harrington. Advisory Committee members David Lutes, Robert Garrity, Joyce Terrio, Ken Fitzgerald, Mike Gee, Taiese Hickman and Melissa Cyr were present.

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

There were 179 registered voters and 22 visitors were in attendance.

The warrant, with comments, Motions, Advisory Committee recommendations and final votes are as follows:

**ARTICLE 1 - IP Unanimous** **Submitted by the Select Board**  
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to M.G.L. c.44, §64; or take any other action in relation thereto.

**MR. MODERATOR:**

***I MOVE TO INDEFINITELY POSTPONE ARTICLE 1.***

**Town Administrator's Comments**  
Article 1 requests authorization to pay the bills from a prior fiscal year. At the time the warrant was executed, there were no unpaid bills.

**The Advisory Committee recommends indefinite postponement of this article.**  
The Town does not currently have any unpaid bills from previous fiscal years. The Advisory Committee recommends postponing this article.

**ARTICLE 2 - passed unanimous** **Submitted by the Select Board**  
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2025; or take any other action in relation thereto.

**MR. MODERATOR:**

***I MOVE THAT THE TOWN TRANSFER THE SUM OF \$493,889.00; OF WHICH \$475,374.75 IS TRANSFERRED FROM FREE CASH AND \$18,514.25 IS TRANSFERRED FROM THE OPIOID ABATEMENT STABILIZATION FUND, \$200,000 TO BE TRANSFERRED TO THE STABILIZATION FUND, \$25,000.00 TO BE TRANSFERRED TO THE OPEB TRUST FUND, AND THE REMAINDER TO BE ADDED TO DEPARTMENTAL BUDGETS AND APPROPRIATIONS FOR THE CURRENT FISCAL YEAR AS SHOWN ON THE SCREEN.***

**Town Administrator's Comments**  
Article 2 is a general transfer article and asks for authorization to adjust Town budgets and appropriations for the current fiscal year. This list will be provided at the Special Town Meeting.

**The Advisory Committee recommends approval of this article.**  
Article 2 would authorize the Town to Transfer \$493,889.00 from Free Cash and the Opioid Stabilization Fund to fund a number of items, including \$200,000 to the Town’s Stabilization fund and several other items. The full list will be available

for review at Town Meeting. The Advisory Committee reviewed the list of transfers and voted to support these transfers from the two sources named above.

**ARTICLE 3 - passed declared 2/3**

**Submitted by the Select Board**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to fund the acquisition of capital items including all expenses incidental and related thereto; and further, to authorize the Treasurer, with the approval of the Select Board, to borrow such sum pursuant to M.G.L. c. 44, § 7 or § 8 or any other enabling authority and to issue bonds or notes therefor; or to take any other action in relation thereto.

**MR. MODERATOR:**

***I MOVE THAT THE TOWN APPROPRIATE THE SUM OF \$750,000.00 TO FUND THE ACQUISITION OF A LADDER TRUCK FOR THE NORFOLK FIRE DEPARTMENT, INCLUDING ALL EXPENSES INCIDENTAL AND RELATED THERETO; AND FURTHER, TO MEET THIS APPROPRIATION, AUTHORIZE THE TREASURER, WITH THE APPROVAL OF THE SELECT BOARD, TO BORROW SUCH SUM PURSUANT TO M.G.L. C.44, §7 OR §8 OR ANY OTHER ENABLING AUTHORITY AND TO ISSUE BONDS OR NOTES THEREFOR.***

**Town Administrator's Comments**

Article 3 requests authorization to borrow the funds to purchase capital items. Should there be any items, a list will be provided at the Special Town Meeting.

**The Advisory Committee recommends approval of this article.**

Article 3 will allow the Town to borrow the sum of \$750,000 to purchase and equip a new ladder truck for the Fire Department. This truck is a shared vehicle with the Town of Wrentham who are also spending \$750,000. The remainder of the cost is being paid through a FEMA grant that was obtained by the two communities. The Advisory Committee voted unanimously to support this article.

**ARTICLE 4 - passed unanimous**

**Submitted by the Select Board**

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

**MR. MODERATOR:**

***I MOVE THAT THE TOWN TRANSFER FROM FREE CASH, THE SUM OF \$1,089,500.00 TO FUND THE CAPITAL EXPENDITURES AS DISPLAYED ON THE SCREEN; INCLUDING ALL EXPENSES INCIDENTAL AND RELATED THERETO.***

**Town Administrator's Comments**

Article 4 requests authorization to purchase capital items with available funds. This list will be provided at the Special Town Meeting.

**The Advisory Committee recommends approval of this article.**

Article 4 would authorize the Town to purchase a number of capital items using operating funds and Free Cash. The full list of items will be available for review at Town Meeting. The Advisory Committee reviewed the full list and believes that these purchases are necessary for the proper functioning of the several departments that will use these items. The Advisory Committee voted unanimously in support of these projects.

**ARTICLE 5 - passed declared 2/3**

**Submitted by the Select Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw by adding the following new language in bold print, and deleting the following strikethrough language, to the sections of the zoning bylaw enumerated and displayed below as follows: (1) Section 310-2.1 Definitions in alphabetical order; (2) Section 310-3.1 Types of districts; (3) Section 310-6.12 Design Review; (4) To remove Article 12 in its entirety and replace with new language Article 12 Section 310-12.1 through Section 310-12.7; and, (5) By adding the following new language in bold print, and deleting the following strikethrough language Section 310-4.2 Schedule of Use Regulations Attachment 1; or take any action in relation thereto.

**MR. MODERATOR:**

**I MOVE TO APPROVE THE ARTICLE AS PRINTED IN THE WARRANT**

*It was brought to Town Meetings attention that the language in the warrant is correct in that it is the end resulting bylaw that would be the result of a positive vote but the notations as to what is new language and what is stricken language is not reflected in the warrant but is provided in the handout. A friendly amendment was made by Advisory chair David Lutes and accepted by Moderator Talerma to base the motion and vote on the language that was printed in the handout which shows the the strikethroughs and bold additions.*

**Article:5**

**Submitted by the Planning Board**

**To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw by adding the following new language in bold print, and deleting the following strikethrough language, to the sections of the zoning bylaw enumerated and displayed below as follows: (1) Section 310-2.1 Definitions in alphabetical order; (2) Section 310-3.1 Types of districts; (3) Section 310-6.12 Design Review; (4) Article 12 Section 310-12.1 through Section 310-12.7; and, (5) Section 310-4.2 Schedule of Use Regulations Attachment 1, or take any action in relation thereto.**

(1) § 310-2.1 Definitions and word usage.

**BIOTECHNOLOGY**

A building or group of buildings used by an enterprise for conducting research and/or diagnostic testing and development in the life, biological and chemical sciences using accepted practices defined by the Commonwealth of Massachusetts. The purpose and products of biotechnology enterprises include develop, manufacture and produce commercial materials for human and animal health care; food consumption, agricultural applications and environmental protection by application of scientific data and techniques of engineering and technology. For definition purposes, "biotechnology" **may include the use of laboratory facilities** but shall not include conventional food or alcohol production activities, or the production of biowarfare agents, but would include biosafety Level I and II agents posing no or limited health hazards according to regulations of the Commonwealth of Massachusetts.

**FULFILLMENT CENTER**

**A facility where goods or products are stored onsite temporarily, for the purpose of delivery to fulfill consumer orders associated with electronic commerce ("e-commerce" retailers) or similar high capacity and high frequency orders and deliveries. Such facilities may include automated systems, office space, and a pick and pack area to be used by employees for sorting and packaging goods and products for delivery from available, on-site inventory. Fulfillment Center shall not include typical warehouse uses with local delivery or retail sales with an accessory delivery component.**

**RESEARCH AND LABORATORY FACILITIES**

**A facility that engages in research or research and development, of innovative ideas in technology-intensive fields and does not include the mass manufacture, fabrication, processing, or sale of products, but may include laboratory facilities. This use can operate with minimal external effects, such as noise, odor, smoke, dirt, and vibration.**

**VISUAL ARTS AND VIDEO PRODUCTION**

**A building use primarily engaged in producing, or producing and distributing motion pictures, videos, television programs, or television commercials.**

(2) § 310-3.1 Types of districts.

A. For the purposes of this bylaw, the Town of Norfolk is hereby divided into the following use districts:

Residence	R-1
Residence	R-2
Residence	R-3
Business-1	B-1
Business-2 through Business-4	B-2-B-4
Commercial-1	C-1
Commercial-2 through Commercial-5	C-2-C-5
<del>Residential</del> /Commercial-6	C-6

(3) § 310-6.12 Design review.

C. (1) Exterior actions requiring a building permit. All new structures, alterations, or additions to existing structures, changes in outdoor land use or changes in site design which require a building permit and which affect the exterior architectural appearance of a building shall be subject to review by the Design Review Board provided that action occurs on land which is located in the Business 1 through Business 4 or Commercial 1 through Commercial 5 Zoning Districts and is used for nonresidential purposes or nonconforming uses in Residential 1 through 3 Districts. **In the Commercial 6 Zoning District only those buildings with less than 100,000 square feet of usable interior square footage shall be subject to review by the Design Review Board.**

(4) Article 12

C-6 Commercial Use District (Route 1A, Dedham Street)

§ 310-12.1 Purpose.

The Master Plan of the Town of Norfolk has identified the **economic development** goal of ~~promoting development which can enhance the fiscal stability of the Town and provide additional opportunities for employment and services as further described in Parts A and B of the Master Plan~~ **encouraging commercial growth to increase local services and amenities and reduce tax burden on individual property owners. The Master Plan highlights this area as an opportunity for future development and change with the most potential as a new job center in Norfolk with commercial and light industrial users.** In order to implement these goals, the Town establishes this article for the C-6 ~~Residential~~ Commercial Use District.

§ 310-12.2 Local standards.

Article 12 shall supersede the following sections of the Zoning Bylaw: § 310-4.1E (Buffer/green belt/landscaping requirements in nonresidential districts), § 310-5.1B (Schedule of Dimensional Requirements), § 310-5.1C (Lot width; frontage; setback line); § 310-5.1D (yard requirements), § 310-5.1E (build factor), § 310-5.2 (Modifications) except § 310-5.2E (Visual corner clearance), § 310-6.4A (Alteration and enlargement), and § 310-6.5 (Accessory buildings and swimming pools) except § 310-6.5E (Mobile home). **For buildings in C-6 Commercial Use District greater than 100,000 SF only, Article 12 shall supersede the following sections of the Zoning Bylaw: § 310-6.7B (Schedule of Minimum Off-Street Parking Requirements), § 310-6.7D(1) (Location of Parking Areas), §**

**310-6.7H(5) (Landscaping of Parking Areas), § 310-6.12 (Design Review).** All other sections of the Zoning Bylaw, except where otherwise specifically stated herein, shall apply within the C-6 ~~Residential~~ Commercial **Use** District.

§ 310-12.3 District boundaries.

The C-6 District has as its nonroad boundaries the Norfolk/Walpole Town line at its northeast limit, the limits of the current R-3 District denoted by the center line of the New York/New Haven Railroad railbed at the southeastern limit, and the C-1 District to the southwest. The district boundaries are more specifically shown on the Norfolk Zoning Map, as most recently amended.

§ 310-12.4 Lot and yard requirements and standards.

A. General C-6 District requirements.

- (1) **Subdivision. Applicants shall be allowed to subdivide a lot which may be sold or leased separately. The minimum size for the lot shall be 4 acres. Subdivided lots may be developed separately and on a different timeline.** ~~Planned multilot development. "Planned multilot development (PMLD)" is the development of not less than 80,000 square feet of land into a formally associated group of lots or building sites as part of a common scheme by special permit by the Planning Board so that such lots or building sites need not be self-sustaining and adequate common provisions are made for parking, drainage, septic disposal and other infrastructure needs of the lots, buildings or structures so accommodated.~~
- (a) ~~Membership in a property owners' association shall be mandatory for all property owners within a PMLD and shall be made a required covenant in all deeds issued or passed for property in a PMLD.~~
- (b) ~~The applicant shall prepare property owners' association documents for the property owners' association(s). The property owners' association documents shall require the association to accept title to any common property in the PMLD and that all common property shall be deeded by the applicant to the property owners' association. The property owners' association documents shall further provide that every owner in a PMLD shall be jointly and severally liable for the ongoing maintenance, operation and upkeep of all common property, and that the Town shall have the right, but not the obligation, to enforce these responsibilities against any owner.~~
- (c) ~~The property owners' association documents for a PMLD shall provide voting and use rights, shall provide the property owners' association with the authority to acquire a lien upon the property of any of its members in order to secure collection of any amounts due to the property owners' association from its members, and may also provide for the charge of dues, levies, or assessments to cover expenses which include, but are not limited to, tax liabilities, maintenance and municipal or state assessments.~~
- (d) ~~For the purposes of these subsections, "common property" shall mean all land areas used in common for septic, drainage, parking or other land uses. In addition, common property shall include, without limitation, such personal property as pumps, pump chambers, piping, valves, manholes, culverts, asphalt and other paving materials, and septic tanks as may be used by two or more units or buildings in a PMLD. Common property may also include similar personal property such as septic tanks even if not used by more than one unit if such personal property is to be maintained as a part of the common scheme for the PMLD.~~
- (2) ~~Complex sites with mixed and residential uses. Where a single site is proposed to have age-restricted residential and/or nonresidential uses, a comprehensive plan must be approved by the Planning Board. This engineered plan must indicate the total circulation concept for both vehicles and pedestrians, the types of uses proposed to be adjacent to the residential uses and the buffer locations between the residential and nonresidential uses. The plan must also include a comprehensive design concept that addresses architectural details; the location of buildings in relation to the access road, general open space, local open space adjacent to buildings, pathways/sidewalks, and any nonresidential or common recreation or assembly facilities; and streetscape issues such as streetlights, street trees, sidewalks and landscaping.~~

- (23) Phased development. **Applicants with a site plan that includes more than one building on the same lot shall be allowed to propose a phased construction plan,** ~~Applicants shall be allowed to plan, plat and create proposed lots or building sites in anticipation of a known planned multilot development or other proposal which will furnish needed infrastructure for a particular property~~ provided the Town is given surety or other binding assurance, in a form acceptable to the Planning Board, that will ~~insure~~ **ensure** that no construction occurs without the necessary infrastructure **and that the full construction of the phased plan will occur within a reasonable timeframe acceptable to the Planning Board and the Applicant.**
- (34) Town water. All new water connections for domestic supply or fire protection shall be connected to the Town water supply system, **provided sufficient capacity exists at the time of connection. If sufficient capacity does not exist at the time of connection, an alternative public supply shall be allowed. If an alternative public water supply is not available, a private water supply in compliance with all federal, state, and municipal laws, rules and regulations shall be allowed.** ~~(Connection to the Town water system is not required unless the lot upon which the building or development is proposed is located on a public way or dedicated easement that permits a connection to the Town's water system. The public way which fronts such a lot or easement must contain a municipal water main into which such a connection may be made.)~~
- (45) Location of drives and streets. Major street or site entrances shall not be located within 250 feet of each other. ~~Sites whose uses will generate a single daily peak traffic volume of 150 vehicles or more must provide a second emergency accessway onto the site. Such access may be for emergency vehicles only and need not be a functioning roadway other than maintained for emergency vehicle usability.~~
- (56) Street trees. **May be required at the discretion of the Planning Board but in no greater density than one tree per twenty-five (25) linear feet of street frontage.**
- (a) ~~Other than as needed for drives and entrances, a thirty-foot-wide grass strip adjacent and parallel to the frontage of any lot on highway shall be landscaped with high-canopy trees in accordance with the Town's Subdivision Regulations and low-lying plants which will not obstruct sight distances from entry drives. Existing trees and vegetation in this grass strip can be maintained to meet twenty-foot requirement. All lots or building sites off highway shall be landscaped with a twenty-foot landscaped area and with street trees as required by the Town's Subdivision Regulations.~~
- (b) ~~"On highway" shall be defined to be a lot or site with frontage on a public way or street. "Off highway" shall be defined to be a private access road that is not a public way or street.~~
- (67) Building height. Buildings shall not be more than 45 feet in height as of right. **Assisted living facilities shall not exceed three stories.** ~~and not more than 100 feet by special permit from the Planning Board. However, for each foot above 45 feet, the setback distance from the lot lines shall also be increased by a foot, unless this requirement is waived by the Planning Board.~~
- (78) Building scale. No **single** building footprint, ~~other than offices,~~ shall exceed **250,000** square feet, ~~except by special permit by the Zoning Board of Appeals.~~
- (89) Utilities. All utilities shall be located underground. All utility outlets, service entrances, transformers and utility services shall generally be centrally clustered in a neat and orderly fashion and shall be located to the rear of buildings or, if **located other than the rear of a building at a nonrear location,** shall be screened from view.
- (910) ~~Streetlights~~ **Site lighting.** The applicant shall be responsible for furnishing and erecting ~~streetlights~~ **site lighting** at locations approved by the Planning Board. ~~Streetlights Lighting Fixtures and standards shall conform to fixtures and standards as most recently installed in the Town of Norfolk at the time of application. In the alternative, such fixtures and standards may~~ **shall be** as approved by the Planning Board. ~~as part of a comprehensive plan submitted under Subsection A(2) approved by the Planning Board.~~

B. Lot and building requirements and standards.

(1) General requirements.

- (a) No commercial building, structure, use, parking area, driveway, vehicle circulation area or other vehicle accessway shall be located within 50 feet of a residentially occupied building's property or lot line or within 50 feet of an adjacent parcel within a residential zoning district.
- (b) Any use, except those listed in § 310-4.1C (public, religious, educational, etc.) of this Zoning Bylaw, farmer's markets, open space, village greens and squares shall have a building with a minimum footprint of 1,000 square feet.
- (c) A green belt shall be provided on any commercially or light industrially used lot that abuts a residential district or a lot with a residentially occupied building. A green belt shall be provided on any lot having an assisted living facility.

[1] Such green belt shall:

- [a] Be located on the lot along the shared property line.
- [b] Have a minimum depth from the shared property line of 50 feet.
- [c] Be used for no purpose other than planting, and/or sidewalks, or trails.
- [d] Constitute a screen of evergreen trees and/or shrubs not more than 15 feet apart planted in two or more staggered rows. The distance between each row shall not be more than 10 feet. Plants shall be no less than six feet in height at the time of planting and shall be continuously maintained.

[2] In those circumstances where an effective screen of existing plantings already provides an appropriate buffer, the Planning Board has the discretion, during the site plan approval process, to waive strict compliance with Subsection B(1)(c), provided that the intent of Subsection B(1)(c) is met. If such a waiver is granted, the Planning Board shall, in its site plan approval, require that the green belt be maintained and replanted where necessary to provide an effective screen throughout the life of the site and the structure.

- (d) All yard setbacks are to be measured from the lot lines.
- (e) Landscaping requirements. For each foot of frontage and each linear foot of private access road, 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.

(2) ~~Highway oriented buildings (along Route 1A and Dedham Street)~~ **Lot and yard requirements and standards.**

**Light Industrial      Commercial**

~~Lots and Yard Requirements and Standards for On-Highway-Oriented Buildings~~

	<del>Planned Multilot Commercial Development</del>	<del>Commercial</del>	<del>Planned Multilot Residential Development</del>	<del>Residential</del>
Minimum front yard setback (feet)	50	<b>50 25</b>	50	50
Minimum lot size (square feet-acres)	<b>8,000 4</b>	<b>30,000 4</b>	8,000	30,000

~~Lots and Yard Requirements and Standards for On-Highway-Oriented Buildings~~

	<del>Planned Multilot Commercial-Development</del>	<del>Commercial</del>	<del>Planned Multilot Residential-Development</del>	<del>Residential</del>
Maximum lot coverage	<del>70</del> <b>60%</b>	60%	60%	60%
Minimum side yard setbacks (feet)	<del>0*</del> <b>50</b>	25	0*	25
Minimum lot frontage (feet)	<del>40</del> <b>200</b>	<del>75</del> <b>100</b>	40	150
Minimum rear yard setback (from lot line) (feet)	<del>10</del> <b>50</b>	25	50	50

~~Except end buildings, which shall have the side yard setbacks for commercial or residential development.~~

~~(3) Non-highway-oriented buildings and standards for off-highway-oriented buildings.~~

~~Lots and Yard Requirements and Standards for Off-Highway-Oriented Buildings~~

	<del>Planned Multilot Commercial-Development</del>	<del>Commercial</del>	<del>Planned Multilot Residential-Development</del>	<del>Residential</del>
Minimum front yard setback (feet)	<del>15</del>	40	50	50
Minimum lot size (square feet)	8,000	30,000	8,000	30,000
Maximum lot coverage	80%	60%	60%	60%
Minimum side yard setbacks (feet)	0*	25	0*	25
Minimum lot frontage (feet)	40	100	40	150
Minimum rear yard setback (from lot line) (feet)	10	25	50	50

\* ~~Except end buildings, which shall have the side yard setbacks for commercial or residential development.~~

~~(4) Residential buildings and age-restricted housing.~~

~~(a) Location. Age-restricted housing shall be configured pursuant to the requirements of § 310-12.7A. Assisted living facilities shall be defined with a property/site limit (boundary).~~

- ~~(b) Landscape requirements. For each foot of frontage and each linear foot of private access road, 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.~~
- ~~(c) Road and circulation requirements. Age-restricted housing shall have a through access road providing two points of access to those residential buildings from a public way. Such access road shall comply with the Planning Board rules and regulations for a residential street. Dwellings configured on a cul-de-sac must comply with the Planning Board rules and regulations for subdivision road/drive layout, and this road/drive must connect directly to the through road.~~
- ~~(d) Building height. Age-restricted housing units shall not exceed 2 1/2 stories and shall not exceed a height of 35 feet. Assisted living facilities shall not exceed three stories and shall not exceed a height of 45 feet.~~
- ~~(e) Age-restricted housing developments with 50 or more units shall include a common building or interior space to serve as place of assembly and recreation for residents of the development and their guests.~~

§ 310-12.5 Sign regulations.

All signs and advertising devices within the C-6 Residential Commercial **Use** District shall be subject to § 310-6.9, Sign regulations, of the Zoning Bylaw.

§ 310-12.6 Parking requirements.

The requirements of § 310-6.7, Parking requirements, of this Zoning Bylaw are modified by the following subsections. In the event of a conflict between § 310-6.7 and any of the following subsections, the following subsections shall control.

- A. ~~Shared parking. Where the applicant demonstrates to the Planning Board through the site plan approval process that parking spaces on the same side of the street within the C-6 District can be utilized by more than one use located within 450 feet, such that vehicles occupying a particular number of spaces are unlikely to require the use of those spaces at the same time of day or the same day of the week, the immediate construction of up to 30% of a parking area may be postponed, provided: **During the site plan approval process and subject to Section 310-12.6.E below, the Planning Board may determine an appropriate number of parking spaces.**~~

- ~~(1) Adequate land area is reserved for additional parking should it be needed in the future;~~
- ~~(2) The area reserved for future parking is shown on the site plan;~~
- ~~(3) No building or structure may be placed in any area reserved for future parking;~~
- ~~(4) Surety or other means of performance assurance in a form and amount acceptable to the Planning Board is given to the Town to insure that such additional parking area (including drainage and landscaping) will be constructed if needed; and~~
- ~~(5) As a condition of postponing such construction, the Planning Board shall review the adequacy of the parking area every three years after endorsement of the site plan, or more frequently upon request of the Zoning Enforcement Officer, and certify that the number of parking spaces provided continues to be sufficient, having regard for the actual uses of the site. The Planning Board shall be the determining authority regarding the future need of such parking.~~
- B. Attribution of parking. Parking spaces may be considered as a part of the requisite parking allocated to a particular lot or use, if those spaces are entirely on that lot or the use of the spaces has been assured by assignment through easement or other legal guaranty on another lot.

- C. Linked parking. Parking areas of adjacent lots shall have reasonable and convenient off-street vehicular connections. Where adjacent property has not been developed, provision shall be made for future off-street connections with adjacent properties; reserved strips of land or other measures which preclude or are designed to prevent such off-street connections shall not be permitted.
- D. ~~Residential parking requirements.~~ Assisted living facility parking shall have one off-street parking space per two residential units adjacent to the building, plus one space per each four units provided within the shared or attributed parking provisions of the C-6 District. ~~Age-restricted housing shall have a minimum of two off street spaces per unit.~~
- E. **Light industrial buildings in the C-6 District shall be required to maintain one and a half (1.5) spaces for every 1,000 square feet of building area regardless of use.**
- F. **During the site plan approval process, the Planning Board may allow parking in the front yard for new light industrial buildings, provided the building is set back from the right of way at least 50 feet.**

§ 310-12.7 Allowed and special permit allowed regulated uses in C-6 District.

No building, structure or land in the C-6 District shall be used for any purpose or in any manner other than as set forth in 310 Attachment 1. All ~~residential uses~~ **buildings and structures** herein permitted shall be subject to § 310-6.11, **Site Plan Approval, and §310-6.12 Design review.**

**Town Administrator's Comments**

Article 5 makes changes to the C-6 zoning district to facilitate the development of Light Industrial, in the site better known as the Southwood property.

**The Advisory Committee recommends approval of this article.**

Article 5 would create new zoning rules for the C-6 Commercial District, located on Route 1A/Dedham Street and known as the old Southwood Hospital Property. The Town's new Master Plan has identified the redevelopment of this property as an important part of Norfolk's future growth. Potential allowable uses in the new C-6 district will include Commercial, Warehouse and Light Industrial, as well as some Retail and Assisted Living. As many citizens are aware, this property has remained underutilized for decades due to on-site contamination related to its previous operation as a state hospital. The Norfolk Planning Board has been working with the current property owners to put in place zoning rules that would allow investment in the property, including in the cleanup of the contamination.

It is important to note that these new rules do not have any direct impact on the property owners' legal requirements to address the contamination. Passage of the new zoning rules, however, would allow the property owner and the Town to begin to make strategic decisions on the site, based on its potential for future redevelopment.

**Article 5 original article as printed in the warrant:**

**ARTICLE 5**

**Submitted by the Select Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw by adding the following new language in bold print, and deleting the following strikethrough language, to the sections of the zoning bylaw enumerated and displayed below as follows: (1) Section 310-2.1 Definitions in alphabetical order; (2) Section 310-3.1 Types of districts; (3) Section 310-6.12 Design Review; (4) To remove Article 12 in its entirety and replace with new language Article 12 Section 310-12.1 through Section 310-12.7; and, (5) By adding the following new language in bold print, and deleting the following strikethrough language Section 310-4.2 Schedule of Use Regulations Attachment 1; or take any action in relation thereto.

(5) § 310-2.1 Definitions and word usage.

**BIOTECHNOLOGY**

A building or group of buildings used by an enterprise for conducting research and/or diagnostic testing and development in the life, biological and chemical sciences using accepted practices defined by the Commonwealth of Massachusetts. The purpose and products of biotechnology enterprises include develop, manufacture and produce commercial materials for human and animal health care; food consumption,

agricultural applications and environmental protection by application of scientific data and techniques of engineering and technology. For definition purposes, "biotechnology" **may include the use of laboratory facilities** but shall not include conventional food or alcohol production activities, or the production of biowarfare agents, but would include biosafety Level I and II agents posing no or limited health hazards according to regulations of the Commonwealth of Massachusetts.

#### **FULFILLMENT CENTER**

**A facility where goods or products are stored onsite temporarily, for the purpose of delivery to fulfill consumer orders associated with electronic commerce ("e-commerce" retailers) or similar high capacity and high frequency orders and deliveries. Such facilities may include automated systems, office space, and a pick and pack area to be used by employees for sorting and packaging goods and products for delivery from available, on-site inventory. Fulfillment Center shall not include typical warehouse uses with local delivery or retail sales uses with an accessory delivery component.**

#### **RESEARCH AND LABORATORY FACILITIES**

**A facility that engages in research or research and development, of innovative ideas in technology-intensive fields and does not include the mass manufacture, fabrication, processing, or sale of products, but may include laboratory facilities. This use can operate with minimal external effects, such as noise, odor, smoke, dirt, and vibration.**

#### **VISUAL ARTS AND VIDEO PRODUCTION**

**A building use primarily engaged in producing, or producing and distributing motion pictures, videos, television programs, or television commercials.**

(6) § 310-3.1 Types of districts.

A. For the purposes of this bylaw, the Town of Norfolk is hereby divided into the following use districts:

Residence	R-1
Residence	R-2
Residence	R-3
Business-1	B-1
Business-2 through Business-4	B-2-B-4
Commercial-1	C-1
Commercial-2 through Commercial-5	C-2-C-5
<del>Residential</del> Commercial-6	C-6

(7) § 310-6.12 Design review.

C. (1) Exterior actions requiring a building permit. All new structures, alterations, or additions to existing structures, changes in outdoor land use or changes in site design which require a building permit and which affect the exterior architectural appearance of a building shall be subject to review by the Design Review Board provided that action occurs on land which is located in the Business 1 through Business 4 or Commercial 1 through Commercial 6 Zoning Districts and is used for nonresidential purposes or nonconforming uses in Residential 1 through 3 Districts. **In the Commercial 6 Zoning District only those buildings with less than 100,000 square feet of usable interior square footage shall be subject to review by the Design Review Board.**

(8) Article 12

C-6 Commercial Use District (Route 1A, Dedham Street)

§ 310-12.1 Purpose.

The Master Plan of the Town of Norfolk has identified the economic development goal of encouraging commercial growth to increase local services and amenities and reduce tax burden on individual property owners. The Master Plan highlights this area as an opportunity for future development and change with the most potential as a new job center in Norfolk with commercial and light industrial users. In order to implement these goals, the Town establishes this article for the C-6 Commercial Use District.

§ 310-12.2 Local standards.

Article 12 shall supersede the following sections of the Zoning Bylaw: § 310-4.1E (Buffer/green belt/landscaping requirements in nonresidential districts), § 310-5.1B (Schedule of Dimensional Requirements), § 310-5.1C (Lot width; frontage; setback line); § 310-5.1D (yard requirements), § 310-5.1E (build factor), § 310-5.2 (Modifications) except § 310-5.2E (Visual corner clearance), § 310-6.4A (Alteration and enlargement), and § 310-6.5 (Accessory buildings and swimming pools) except § 310-6.5E (Mobile home). For buildings in C-6 Commercial Use District greater than 100,000 SF only, Article 12 shall supersede the following sections of the Zoning Bylaw: § 310-6.7B (Schedule of Minimum Off-Street Parking Requirements), § 310-6.7D (1) (Location of Parking Areas), § 310-6.7H (5) (Landscaping of Parking Areas), § 310-6.12 (Design Review). All other sections of the Zoning Bylaw, except where otherwise specifically stated herein, shall apply within the C-6 Commercial Use District.

§ 310-12.3 District boundaries.

The C-6 District has as its nonroad boundaries the Norfolk/Walpole Town line at its northeast limit, the limits of the current R-3 District denoted by the centerline of the New York/New Haven Railroad railbed at the southeastern limit, and the C-1 District to the southwest. The district boundaries are more specifically shown on the Norfolk Zoning Map, as most recently amended.

§ 310-12.4 Lot and yard requirements and standards.

A. General C-6 District requirements.

- (1) Subdivision. Applicants shall be allowed to subdivide a lot which may be sold or leased separately. The minimum size for the lot shall be 4 acres. Subdivided lots may be developed separately and on a different timeline.
- (2) Phased development. Applicants with a site plan that includes more than one building on the same lot shall be allowed to propose a phased construction plan, provided the Town is given surety or other binding assurance, in a form acceptable to the Planning Board, that will ensure that no construction occurs without the necessary infrastructure and that the full construction of the phased plan will occur within a reasonable timeframe acceptable to the Planning Board and the Applicant.

- (3) Town water. All new water connections for domestic supply or fire protection shall be connected to the Town water supply system, provided sufficient capacity exists at the time of connection. If sufficient capacity does not exist at the time of connection, an alternative public supply shall be allowed. If an alternative public water supply is not available, a private water supply in compliance with all federal, state, and municipal laws, rules and regulations shall be allowed.
- (4) Location of drives and streets. Major street or site entrances shall not be located within 250 feet of each other.
- (5) Street trees. May be required at the discretion of the Planning Board but in no greater density than one tree per 25 linear feet of street frontage. Other than as needed for drives and entrances, a twenty-foot-wide grass strip adjacent and parallel to the frontage of any lot shall be landscaped with high-canopy trees in accordance with the Town's Subdivision Regulations and low-lying plants which will not obstruct sight distances from entry drives. Existing trees and vegetation in this grass strip can be maintained to meet twenty-foot requirement.
- (6) Building height. Buildings shall not be more than 45 feet in height as of right. Assisted living facilities shall not exceed three stories.
- (7) Building scale. No single building footprint shall exceed 250,000 square feet.
- (8) Utilities. All utilities shall be located underground. All utility outlets, service entrances, transformers and utility services shall generally be centrally clustered in a neat and orderly fashion and shall be located to the rear of buildings or, if located other than the rear of a building shall be screened from view.
- (9) Site lighting. The applicant shall be responsible for furnishing and erecting site lighting at locations approved by the Planning Board. Lighting fixtures and standards shall be approved by the Planning Board.

B. Lot and building requirements and standards.

(1) General requirements.

- (a) No commercial building, structure, use, parking area, driveway, vehicle circulation area or other vehicle accessway shall be located within 50 feet of a residentially occupied building's property or lot line or within 50 feet of an adjacent parcel within a residential zoning district.
- (b) Any use, except those listed in § 310-4.1C (public, religious, educational, etc.) of this Zoning Bylaw, farmer's markets, open space, village greens and squares shall have a building with a minimum footprint of 1,000 square feet.
- (c) A green belt shall be provided on any commercially or light industrially used lot that abuts a residential district or a lot with a residentially occupied building. A green belt shall be provided on any lot having an assisted living facility.

[1] Such green belt shall:

[a] Be located on the lot along the shared property line.

[b] Have a minimum depth from the shared property line of 50 feet.

[c] Be used for no purpose other than planting, sidewalks, or trails.

[d] Constitute a screen of evergreen trees and/or shrubs not more than 15 feet apart planted in two or more staggered rows. The distance between each row shall not be more than 10 feet. Plants shall be no less than six feet in height at the time of planting and shall be continuously maintained.

[2] In those circumstances where an effective screen of existing plantings already provides an appropriate buffer, the Planning Board has the discretion, during the site plan approval process, to waive strict compliance with Subsection B(1)(c), provided that the intent of Subsection B(1)(c) is met. If such a

waiver is granted, the Planning Board shall, in its site plan approval, require that the green belt be maintained and replanted where necessary to provide an effective screen throughout the life of the site and the structure.

- (d) All yard setbacks are to be measured from the lot lines.
- (e) Landscaping requirements. 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.

(2) Lot and yard requirements and standards.

	Light Industrial	Commercial
Minimum front yard setback (feet)	50	25
Minimum lot size (acres)	4	4
Maximum lot coverage	60%	60%
Minimum side yard setbacks (feet)	50	25
Minimum lot frontage (feet)	200	100
Minimum rear yard setback (from lot line) (feet)	50	25

§ 310-12.5 Sign regulations.

All signs and advertising devices within the C-6 Commercial Use District shall be subject to § 310-6.9, Sign regulations, of the Zoning Bylaw.

§ 310-12.6 Parking requirements.

The requirements of § 310-6.7, Parking requirements, of this Zoning Bylaw are modified by the following subsections. In the event of a conflict between § 310-6.7 and any of the following subsections, the following subsections shall control.

- B. During the site plan approval process and subject to Section 310-12.6.E below, the Planning Board may determine an appropriate number of parking spaces.
- B. Attribution of parking. Parking spaces may be considered as a part of the requisite parking allocated to a particular lot or use, if those spaces are entirely on that lot or the use of the spaces has been assured by assignment through easement or other legal guaranty on another lot.

- C. Linked parking. Parking areas of adjacent lots shall have reasonable and convenient off-street vehicular connections. Where adjacent property has not been developed, provision shall be made for future off-street connections with adjacent properties; reserved strips of land or other measures which preclude or are designed to prevent such off-street connections shall not be permitted.
- D. Assisted living facility parking shall have one off-street parking space per two residential units adjacent to the building, plus one space per each four units provided within the shared or attributed parking provisions of the C-6 District.
- E. Light industrial buildings in the C-6 District shall be required to maintain one and a half (1.5) spaces for every 1,000 square feet of building area regardless of use.
- F. During the site plan approval process, the Planning Board may allow parking in the front yard for new light industrial buildings, provided the building is set back from the right of way at least 50 feet.

§ 310-12.7 Allowed and special permit allowed regulated uses in C-6 District.

No building, structure or land in the C-6 District shall be used for any purpose or in any manner other than as set forth in 310 Attachment 1. All buildings and structures herein permitted shall be subject to § 310-6.11, Site Plan Approval, and §310-6.12 Design review.

**[See (5)§ 310-4.2 Schedule of Use Regulations Attachment 1]**

**Town Administrator's Comments**

Article 5 makes changes to the C-6 zoning district to facilitate the development of Light Industrial, in the site better known as the Southwood property.

**The Advisory Committee recommends approval of this article.**

Article 5 would create new zoning rules for the C-6 Commercial District, located on Route 1A/Dedham Street and known as the old Southwood Hospital Property. The Town's new Master Plan has identified the redevelopment of this property as an important part of Norfolk's future growth. Potential allowable uses in the new C-6 district will include Commercial, Warehouse and Light Industrial, as well as some Retail and Assisted Living. As many citizens are aware, this property has remained underutilized for decades due to on-site contamination related to its previous operation as a state hospital. The Norfolk Planning Board has been working with the current property owners to put in place zoning rules that would allow investment in the property, including in the cleanup of the contamination.

It is important to note that these new rules do not have any direct impact on the property owners' legal requirements to address the contamination. Passage of the new zoning rules, however, would allow the property owner and the Town to begin to make strategic decisions on the site, based on its potential for future redevelopment.

**ARTICLE 6 - passed with a 2/3 counted vote 99 yes 45 no  
the School Committee**

**Submitted by**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money, to be expended under the direction of the Freeman-Kennedy School Building Committee, for construction, reconstruction, architectural and engineering services, construction administration, and project management, related to a renovation and expansion of the Freeman-Kennedy School located at 70 Boardman Street, including all associated, incidental or related costs and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor; or to take any other action in relation thereto.

***MR. MODERATOR:***

***I MOVE THAT THE TOWN APPROPRIATE THE SUM OF \$4,345,042 TO FUND THE CONSTRUCTION, RECONSTRUCTION, ARCHITECTURAL, ENGINEERING AND PROJECT MANAGEMENT SERVICES, AND CONSTRUCTION ADMINISTRATION, RELATED TO THE FREEMAN-KENNEDY SCHOOL EXPANSION PROJECT;***

***SAID SUM TO BE EXPENDED UNDER THE DIRECTION OF THE FREEMAN-KENNEDY SCHOOL BUILDING COMMITTEE, INCLUDING ALL EXPENSES INCIDENTAL AND RELATED THERETO; AND FURTHER TO MEET THIS APPROPRIATION, AUTHORIZE THE TREASURER, WITH THE APPROVAL OF THE SELECT BOARD, TO BORROW SUCH SUM PURSUANT TO M.G.L. C. 44, § 7 OR ANY OTHER ENABLING AUTHORITY AND TO ISSUE BONDS OR NOTES THEREFOR.***

**Town Administrator's Comments**

Article 6 requests funding for the schematic design of a school expansion project for the Freeman-Kennedy School to be expended under the direction of the Freeman-Kennedy School Building Committee. The amount required is contingent on a debt exclusion ballot vote.

**The Advisory Committee recommends approval of this article.**

Article 6 would authorize the Town to borrow funds for the first phase of a project for the expansion of the Freeman Kennedy School. Should the article be adopted, a positive vote to exclude this debt from the Proposition 2 ½ cap at a Special Town Election will also be required. The Advisory Committee held a meeting on Wednesday October 2, 2024 to hear a presentation from the Superintendent, School Committee and School Building Committee on the project. The presentation included information on previous proposed projects, the process of developing the current proposal, issues that have been faced by some surrounding communities, the status of the current bid solicitation, and the timeline for construction should the Town authorize the borrowing.

The Building Committee discussed the school expansion project, initiated in 2017 due to enrollment challenges. A high-level conceptual design study in 2017 led to a \$37.9 million permanent building addition proposal, with six new classrooms and a preschool expansion. Modular options were considered but deemed less durable and costlier. The Building Committee emphasized the importance of addressing enrollment challenges now to avoid future costs and disruptions. The project was presented as a responsible investment in the Town's future growth and development. The Superintendent and Building Committee recommended moving forward with the permanent addition to manage costs and ensure long-term educational needs are met.

Article 6 requests \$4,345,042 for the schematic design portion of the addition only. The full cost is projected to be \$37.9 million, which would be reduced by the \$4.3 million when it comes before the Town.

The Advisory Committee unanimously voted to recommend that Town Meeting approve this article.

**ARTICLE 7 - passed unanimous**

**Submitted by the Select Board**

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, or eminent domain a fee simple interest in a certain parcel of land off Mill River Road, containing approximately 264,133 square feet more or less, shown on Town of Norfolk Assessors' Map as Parcel 3-6-55, and described in a deed dated November 2, 2001, recorded with the Norfolk County Registry of Deeds in Book 15733, Page 102, for general municipal purposes on such terms as the Select Board shall deem to be in the best interests of the Town; and to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to acquire the property described herein, including the payment of all legal costs and any other costs incidental and related thereto; or take any other action in relation thereto.

***MR. MODERATOR:***

***I MOVE THAT THE TOWN APPROPRIATE FROM THE PUBLIC WORKS WATER DIVISION ENTERPRISE FUND THE SUM OF \$150,000 TO ACQUIRE A PARCEL OF LAND OFF MILL RIVER ROAD, INCLUDING ALL EXPENSES INCIDENTAL AND RELATED THERETO; AND FURTHER TO AUTHORIZE THE SELECT BOARD TO ACQUIRE BY PURCHASE OR EMINENT DOMAIN A FEE SIMPLE INTEREST IN SAID LAND, CONTAINING APPROXIMATELY 264,133 SQUARE FEET MORE OR LESS, AND SHOWN ON TOWN OF NORFOLK ASSESSORS' MAP AS PARCEL 3-6-55, AND DESCRIBED IN A DEED, RECORDED NOVEMBER 7, 2001 WITH THE NORFOLK COUNTY REGISTRY OF DEEDS IN BOOK 15733, PAGE 102, FOR GENERAL MUNICIPAL AND WATER DIVISION PURPOSES.***

**Town Administrator's Comments**

Article 7 provides authorization and funding for the purchase of property off Mill River Road.

**The Advisory Committee recommends approval of this article.**

Article 7 would authorize the Select Board to purchase a parcel of land off Mill River Road. The land is approximately 6 acres and abuts two parcels that are currently owned by the Town for water supply purposes as well as water supply land owned by the town of Franklin. The land has been appraised at \$135,000 and would be acquired using funds from the Water Enterprise Fund. The DPW believes that this is an appropriate use of funds as the parcel could provide support for a drinking water well in the future. The Advisory Committee concurs with this assessment.

**ARTICLE 8**

**Submitted by the Select Board**

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

***NO MOTION REQUIRED – COMMITTEE REPORTS***

Presentations were given by Energy Committee chair Andrew Bakinowski and Fire Station Building Committee chair Kevin Champagne

**Town Administrator's Comments**

Article 8 provides the opportunity for Town officials or committees to provide status updates and allows Town Meeting to further instruct any committee or Town official.

**Article 8 does not require a recommendation from the Advisory Committee.**

**ARTICLE 9 - passed majority**

**Submitted by the Board of Assessors**

To see if the Town of Norfolk will vote to amend Chapter 71 of the General Bylaws of the Town of Norfolk by striking §71-7 in its entirety; or take any other action in relation thereto.

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

**Town Administrator's Comments**

Article 9 removes the requirement from the bylaws, that property valuations be published once every 5 years in the annual Town Report. The current practice is to post this information on the Town website annually.

**The Advisory Committee recommends approval of this article.**

This article would remove an outdated requirement from the Town bylaws. Nowadays, property valuations are posted on the Town website annually, which renders the prior requirement obsolete. The Advisory Committee supported the recommendation by a vote of four in favor with one abstention.

**ARTICLE 10 - passed declared 2/3**

**Submitted by the Planning Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw Section 310-5.1.B. Schedule of Dimensional requirements of the zoning bylaws by deleting the following strikethrough language and inserting the new language in bold print, or take any action in relation thereto:

**MR. MODERATOR:**

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

District	Residence 1	Residence 2	Residence 3	Business 2-4 <b>3 &amp; 4</b>	Commercial <del>2,3,4</del> <b>3 &amp; 5</b>
Minimum lot size (square feet)	30,000	43,560	55,000	30,000	30,000
Minimum frontage (in feet)	150	200	200	150	150
Required circle (in feet)	150	200	200		
Minimum yard setback (in feet)					

Front	50	50	50	25	50
Side	25	25	25	25	25
Rear	25	25	25	25	25
Maximum lot coverage **	25%	25%	25%	30 %*	30%*
Stories	2 ½	2 ½	2 ½		
Feet	35	35	35	40	40
<b>Accessory buildings</b>					
<b>Minimum yard setback (in feet)</b>					
<b>Front</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>25</b>	<b>50</b>
<b>Side</b>	<b>Equal to accessory building height</b>	<b>Equal to accessory building height</b>	<b>Equal to accessory building height</b>	<b>25</b>	<b>25</b>
<b>Rear</b>	<b>Equal to accessory building height</b>	<b>Equal to accessory building height</b>	<b>Equal to accessory building height</b>	<b>25</b>	<b>25</b>

\*60% when parking areas are included.

\*\*Including accessory buildings

**Town Administrator's Comments**

Article 10 creates changes to accessory building special permits.

**The Advisory Committee recommends approval of this article.**

This article clarifies the Zoning Bylaws by adding rules for accessory buildings that were adopted in prior Town Meetings. It also corrects the designations of Commercial and Industrial Zones. As adopted in previous Town Meetings, accessory buildings must be set back 50 feet from the front lot line, and must be set back at least as far away as they are tall from a side lot line.

**ARTICLE 11 - passed unanimous**

**Submitted by the Planning Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw by inserting the following new section 310-5.3. Dimensional Special Permit, or take any action in relation thereto:

**§ 310-5.3. Dimensional Special Permit**

- A. A reduction in any front, side or rear yard requirement may be allowed by a dimensional Special Permit in Residence 1, 2 and 3 for an accessory building with due consideration being given to consistency with the existing character and development pattern of the neighborhood. The Zoning Board of Appeals shall be the special permit granting authority.**

**MR. MODERATOR:**

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

**Town Administrator's Comments**

Article 11 creates changes to accessory building special permits.

**The Advisory Committee recommends approval of this article.**

Article 11 mirrors language adopted in the Fall 2023 Town Meeting which allows for special permits for accessory buildings which do not meet the dimensional requirements found in the bylaw. In 2023 Town Meeting approved this language in one part of the bylaw (310 6.5 Accessory Buildings), this article merely places that language into the part of the bylaw that deals with all set back and coverage rules (310 5 Intensity Regulations).

**ARTICLE 12 - passed unanimous**

**Submitted by the Planning Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw Section 310-6.5. by deleting the following strikethrough language and inserting the new language in bold print, or take any action in relation thereto:

~~§ 310-6.5. Accessory buildings and swimming pools.~~ Enclosures, swimming pools and mobile home

- ~~A.~~ **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.
- ~~B.~~ **A.** 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.~~ **B.** Swimming pools. No swimming pool, including those in open space preservation subdivisions, shall be constructed closer than 25 feet to any lot line, and in no event in the front yard setback.
- ~~D.~~ **C.** 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 four feet in height and shall be self-closing with a self-latching device located not more than one 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 aboveground 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.
- ~~E.~~ **D.** 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 disaster. 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.

**MR. MODERATOR:**

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

**Town Administrator's Comments**

Article 12 creates changes to accessory building special permits.

**The Advisory Committee recommends approval of this article.**

Article 12 is a final technical correction to reflect changes made in previous years regarding accessory buildings. This article simply removes language that is replicated in other parts of the bylaw.

**ARTICLE 13 - passed declared 2/3**

**Submitted by the Planning Board**

To see if the Town of Norfolk will vote to amend the Norfolk Zoning Bylaw Section 310-2.1 Definitions by adding the following new language in bold print below in alphabetical order; or take any action in relation thereto.

**MR. MODERATOR:**

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

**HALF STORY**

**The term "half story" denotes the section of a building situated under a sloping roof, with a floor area capacity that does not exceed half that of the story immediately below it.**

**STORY**

**That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above.**

**Town Administrator's Comments**

Article 13 adds the definitions of story and half story to the Zoning Bylaw.

**The Advisory Committee recommends approval of this article.**

This Article introduces new definitions of "story" and "half story" in the Zoning Bylaw. While the current bylaw mentions "story" repeatedly, and the Basic Requirements table in the Intensity Regulations portion of the bylaw places a height limit of 2 1/2 stories and 35 feet for residential housing, the bylaw is silent to what story, or half-story means.

While "story" is a term in common enough usage, the additional 1/2 story can lead to speculation and debate. This article seeks to clarify this potential ambiguity by defining "story" – the space between the floor and ceiling of a residential area, and 1/2 story – similarly, the space between the floor and ceiling, but no more than 1/2 the square footage of the story below, with sloping ceilings.

Essentially, this allows a third floor, so long as the third floor is no more than half the size of the second floor, and has some sort of vaulted ceiling. This article was written in reaction to a recent case where a proposed house had a larger third floor than apparently preferable.

This article makes no significant change to the bylaw, it merely clarifies the existing limit of 2 1/2 stories so that it may be equitably applied.

**ARTICLE 14 - passed unanimous Submitted by the Select Board/Planning Board**

To see if the Town will vote to accept Ariana Lane as a public way as laid out by the Select Board, and further, to authorize the Select Board to accept any fee interest, easement or appurtenances in or upon such way upon such terms and conditions as are acceptable to the Select Board, and execute any documents in connection therewith; or take any other action in relation thereto.

**Town Administrator's Comments**

Article 14 will accept these streets as public ways, which transfers ownership and responsibility for maintenance to the Town.

**The Advisory Committee recommends approval of this article.**

This article would allow the Town to accept Ariana Lane as a public way. Ariana Lane has been completed with sidewalks and drainage, and the DPW has recommended that it is ready for acceptance. The Advisory Committee voted unanimously to support this article.

**MR. MODERATOR**

**Motion Made & Supported by Michael Gee**

***I MOVE THAT THE TOWN VOTE TO ACCEPT, AS A PUBLIC WAY, THE LAYING OUT BY THE SELECT BOARD OF THE PRIVATE WAY KNOWN AS ARIANA LANE, AS SHOWN ON A PLAN ENTITLED "AS-BUILT ACCEPTANCE PLAN, ARIANNA LANE" DATED MARCH 27, 2024, PREPARED BY UNITED CONSULTANTS, INC., UPON SUCH TERMS AND CONDITIONS AS ARE ACCEPTABLE TO THE SELECT BOARD, AND TO ACCEPT A DEED FOR THE FEE INTEREST IN THE WAY, AND THE EASEMENTS SHOWN ON SAID PLAN FOR DRAINAGE, SIDEWALK, UTILITY, OR OTHER PURPOSES.***

**ARTICLE 15 – passed majority Submitted by the Select Board/Planning Board**

To see if the Town will vote to accept Toils End Road as a public way as laid out by the Select Board, and further, to authorize the Select Board to accept any fee interest, easement or appurtenances in or upon such way upon such terms and conditions as are acceptable to the Select Board, and execute any documents in connection therewith; or take any other action in relation thereto.

**Town Administrator's Comments**

Article 15 will accept these streets as public ways, which transfers ownership and responsibility for maintenance to the Town.

**The Advisory Committee recommends approval of this article.**

This article would allow the Town to accept Toils End Road as a public way. Toils End has been in use for a long time, and it would benefit the Town to get the paved portion accepted by the Town for the purposes of Chapter 90 State funding. The Massachusetts Department of Transportation allots these funds among towns based on a formula that includes the amount of road miles the towns have. More actual road miles will entitle Norfolk to a larger percentage of the funds. The Advisory Committee voted unanimously to support this article.

**MR. MODERATOR:**

***I MOVE THAT THE TOWN VOTE TO ACCEPT, AS A PUBLIC WAY, THE LAYING OUT BY THE SELECT BOARD OF THE PRIVATE WAY KNOWN AS TOILS END ROAD, AS SHOWN ON A PLAN ENTITLED "INTERIM AS-BUILT PLAN, FOR A PORTION OF TOILS END ROAD" DATED AUGUST 1, 2011, PREPARED BY UNITED CONSULTANTS, INC., UPON SUCH TERMS AND CONDITIONS AS ARE ACCEPTABLE TO THE SELECT BOARD, AND TO ACCEPT A DEED FOR THE FEE INTEREST IN THE WAY, AND THE EASEMENTS SHOWN ON SAID PLAN FOR DRAINAGE, SIDEWALK, UTILITY, OR OTHER PURPOSES.***

Respectfully submitted,



Carol Greene  
Town Clerk

(5) § 310-4.2 Schedule of Use Regulations Attachment 1

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Public and Semi-Public Uses													
Cemetery	SPZB	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Cultural center, symphony hall or other place for the community's or the public's enjoyment of indoor or outdoor musical, dramatic, or artistic performances; amphitheaters	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Facility for the evaluation, treatment and counseling of persons suffering from alcoholism, drug dependence or mental illness who do not require general hospital admission	No	No	No	No	No	No	No	No	No	No	No	No	No
Historical or cultural society	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Municipal, county, state or federal	SPZB	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Museums	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Non-profit general acute care hospital including facilities for the evaluation and treatment of acutely ill alcoholic or drug dependent patients and for persons suffering from mental illness who do not appear to be dangerous to others at the time of admission in the opinion of the attending physician	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Nursing home, hospice, respite facility, life care center, physical therapy and rehabilitation facility, health care, sports medicine facility	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Open space, village greens and squares	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Other hospitals, convalescent home, sanitarium, camp	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Post office	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Private club not conducted for profit	SPZB	No	Yes	Yes	No	No	No	No	No	SPZB	No	SPZB	No
Private schools (for profit)	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Public educational	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Religious	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Schools of nursing, schools of laboratory technician skills, schools of physiotherapy and dormitory facilities ancillary thereto	No	No	No	No	No	No	No	No	No	No	No	No	No
Senior center	Yes	No	Yes	Yes	No	No	No	No	No	Yes	No	Yes	No
Transportation and Utility Uses													
Aviation field	No	No	No	No	No	No	No	No	No	No	No	No	No

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Bus station, railway station	No	No	Yes	Yes	No	No	No	No	No	Yes	No	Yes	No
Electric vehicle recharger facilities	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>Yes</del> Yes
Ground mounted solar photovoltaic system	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Public transit facilities including stations and platforms	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Roof-mounted solar photovoltaic system	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Telecommunications consisting of wireless communication facilities limited to the Wireless Communications Overlay District as provided for in § 310-6.13 and wireless communication facility equipment building limited to the Wireless Communications Overlay District as provided for in § 310-6.13.	SPZB	SPZB	SPZB	SPZB	No	No	No	No	No	No	SPZB	No	SPZB
Telephone exchanges, transformer station, transmission lines, substation, pumping station, or other public utility	SPZB	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Truck terminal or motor freight station	No	No	No	No	No	No	No	No	No	No	No	No	No
Wind energy system	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Residential Uses													
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio of three units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations: (1) detached one family dwelling; (2) attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding 2 ½ stories in height	No	No	No	No	No	No	No	No	No	No	No	No	<del>Yes</del> No
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio of four units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations:	No	No	No	No	No	No	No	No	No	No	No	No	<del>Yes</del> No
(1) detached one family dwelling;													
(2) Attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding two stories in height.													
(3) Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.													

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Assisted living facilities if on a lot with an existing ground elevation at the proposed building at or above 255 feet elevation, mean sea level (1927) datum	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Assisted living facilities not exceeding a density of 16 bedrooms per acre for single lot or an entire PMLD with adult day care (drop-in center) as an ancillary use and meeting rooms or buildings accessory to assisted living facilities	No	No	No	No	No	No	No	No	No	No	SPZB	No	SPZB
Conversion of a pre-existing single-family dwelling to two-family dwelling or to mixed business and residential use	No	SPZB	No	No	No	No	No	No	No	No	No	No	No
Conversion of a single-family dwelling in existence at the time of bylaw adoption, to a two-family dwelling	SPZB	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Day care, family home	Yes	No	Yes	Yes	No	No	No	No	No	Yes	Yes	Yes	No
Foundation or cellar hole for residence	No	No	No	No	No	No	No	No	No	No	No	No	No
Home occupation	Yes	No	Yes	Yes	No	No	No	No	No	Yes	No	Yes	No
Kennel, personal	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Renting of rooms to not more than 4 persons and furnishing of table board to not more than 5 persons	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No
Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Residential dwellings at a density of not less than four units per 30,000 square foot or greater lot and not more than one unit per 5000 square feet of land.	No	No	No	No	No	No	No	No	SPPB	No	No	No	No
Residential dwellings units as part of a commercial site plan where the square footage of residential dwelling units consists of 65% or less of the total combined square footage of the residential and commercial structures(s) and the footprint of residential structure(s) is equal to or less than the footprint of the commercial structure(s), provided that the commercial structure is constructed prior to residential occupancy.	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Single family dwelling	Yes	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
The use of a portion of a dwelling or a building accessory thereto by a resident builder, carpenter, painter, plumber, or other artisan, or by a resident tree surgeon or landscaper gardener for incidental work and storage in connection with his off-premises occupation. Subject to the same conditions and limitations as are specified above for home occupations	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Use of trailers, buses and mobile dwelling for residence in excess of 30 days	No	No	No	No	No	No	No	No	No	No	No	No	No
Agricultural Uses													
Agricultural, greenhouses, horticultural and floricultural growing facilities or nursery	Yes	No	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Animal hospital and clinic	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Commercial composting	No	No	No	No	No	No	No	No	No	No	No	No	No
Commercial riding stable	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Community gardens	No	No	No	No	No	No	No	No	No	No	Yes	No	<del>Yes</del> No
Noncommercial riding stable	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No
Poultry or stock raising except that the number of swine shall be limited to not more than 5	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Roadside stand selling produce the major part of which is raised on the premises	Yes	No	Yes	Yes	No	No	No	No	No	Yes	Yes	Yes	<del>Yes</del> No
Commercial Uses													
Adult business limited to the Adult Business and Marijuana Overlay District	No	No	No	No	No	No	No	SPZB	No	No	No	No	No
Adult day care ancillary to an assisted living facility	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Adult day care	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Art galleries and studios	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Auction gallery	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Auto freight storage facility located on a site that is fully screened by an opaque fence at six feet high	No	No	No	No	No	No	SPZB	No	No	No	No	No	<del>No</del> Yes
Automobile and light truck class 1 sales	No	No	No	No	SPZB	No	No	No	No	No	No	No	No
Bakeries	No	Yes	No	No	Yes	No	No	No	No	No	No	No	No
Banks and or automatic teller machines	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Can and bottle redemption centers	No	No	No	No	No	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Car rentals	No	SPZB	No	No	No	No	No	No	No	No	No	No	No
Car wash building	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> SPZB

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Class 3 operations or sales	No	No	No	No	No	No	No	No	No	No	No	No	No
Child-care facility	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Coffee shops	No	Yes	No	No	Yes	Yes	Yes	No	Yes	No	No	No	<del>No</del> Yes
Collection center for dry cleaning and laundry drop-off	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Commercial parking garages	No	No	No	No	No	No	No	No	No	No	No	No	No
Commercial service	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Contractor's headquarters	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Craft workshop	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Dry cleaning or power laundry	No	No	No	No	No	No	No	No	No	No	No	No	No
Farmer's markets	No	Yes	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Fast-food restaurants	No	No	No	No	SPZB	No	No	No	No	No	No	No	<del>No</del> SPZB
Food Truck	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Funeral home	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Garaging of more than one commercial vehicles	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Garaging of more than three commercial vehicles	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	<del>SPZB</del> Yes
Garage repair shops	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Gasoline and diesel fuel filling stations	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	<del>No</del> SPZB
Ground mounted solar photovoltaic system accessory to a commercial building	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Indoor and outdoor recreation facilities operated as a business for gain and limited to swimming pools and athletic courts	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	<del>No</del> Yes
Indoor commercial recreation	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Hazardous waste treatment facility	No	No	No	No	No	No	No	No	No	No	No	No	No
Home heating fuel sales and service	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No
Landscaping businesses	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Kennel, commercial boarding or training; kennel, commercial breeder minimum requirements: 5 acres of land, kennel enclosures must be at least 100 feet to property line and 500 feet to neighboring dwellings. Subject to site plan approval	SPZB	No	SPZB	SPZB	SPZB	No	No	No	No	No	No	No	No
Lawn and garden supplies	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Lawn, garden, farm equipment sales/service	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Licensed inn or hotel	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	SPZB	SPZB	<del>SPZB</del> No
Limited used motor vehicle sales	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Lumber and building supplies	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Massage therapy clinic licensed by the State	No	SPZB	No	No	No	No	No	No	No	No	No	No	No
Medical, dental and optical clinics	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Mixed use comprised of any of the allowed uses	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Mobile home and recreational vehicle sales	No	No	No	No	SPZB	No	No	No	No	No	No	No	No
Museum-type storage facilities	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Newspaper or job printing	No	Yes	Yes	Yes	No	No	No	No	No	SPZB	No	SPZB	<del>No</del> Yes
Offices and office buildings	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	Yes	SPZB	Yes
Outdoor commercial recreation	No	No	No	No	No	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Outdoor commercial vehicle storage	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Outdoor storage of commercial vehicles in the front yard	No	No	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Outdoor storage of more than one commercial vehicle, limited to the rear yard of a minimum 30,000 square foot land area.	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Outdoor storage of more than three commercial vehicles, limited to the rear yard of a minimum 30,000 square feet of land area	No	No	No	No	No	SPZB	SPZB	SPZB	SPZB	No	No	No	<del>No</del> Yes
Outdoor business	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage (see § 310-11.4.B (1))	No	No	No	No	No	No	No	No	No	No	Yes	No	<del>No</del> Yes
Parking of house trailers or mobile homes nearer the street than the main house	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Parking lots as a principal use, as part of a planned multi-lot development, except on corner lots	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No
Registered Marijuana Dispensary	No	No	No	No	No	No	No	SPZB	No	No	No	No	No
Restaurant	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	Yes	SPZB	Yes
<del>Research and laboratory facilities</del>	<del>No</del>	<del>SPZB</del>	<del>No</del>	<del>No</del>	<del>SPZB</del>	<del>SPZB</del>	<del>SPZB</del>	<del>SPZB</del>	<del>SPZB</del>	<del>No</del>	<del>No</del>	<del>No</del>	<del>No</del>
Retail sales	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Retail services	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Sales (retail or wholesale) of beer, wine and alcoholic beverages for off-premises consumption;	No	No	No	No	SPZB	No	No	No	No	No	No	No	<del>No</del> Yes

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Scrapyards	No												
Self-Storage facilities	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Shopping mall where the ground area covered by the buildings exceeds fifteen thousand (15,000) sq. ft.	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Take-out restaurants	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Theaters, movie cinemas	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Wellness, dance, exercise and aerobic studios, martial arts studio	No	Yes	Yes	Yes	No	No	No	No	No	SPZB	Yes	SPZB	Yes
Wholesale store	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	<del>No</del> Yes
<del>Manufacturing Light Industrial Uses</del>													
<b>Biotechnology</b>	No	Yes											
<b>Fulfillment Center</b>	No												
Manufacturing	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	<del>No</del> Yes
<b>Research and laboratory facilities</b>	No	SPZB	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	Yes
<b>Visual arts and video production</b>	No	No	No	No	No	Yes	Yes	Yes	No	No	No	No	Yes
Warehouse	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> Yes
Miscellaneous Uses													
Accessory use or building to an allowed use or building	Yes												
<del>Biotechnology</del>	<del>No</del>	<del>Yes</del>											
Drive-up windows	No	SPPB	<del>No</del> SPPB										
Golf course, driving range, miniature golf, par-three golf	SPZB	No	SPZB	SPZB	No	SPZB	No						
Off-street parking of vehicles as provided for in § 310-6.7.	Yes												
Radioactive material storage or handling	No												
Scoreboard	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Signs as provided for in § 310-6.9	Yes												
Small wastewater treatment facilities, as regulated by the Town Board of Health	Yes												

(5) § 310-4.2 Schedule of Use Regulations Attachment 1

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Public and Semi-Public Uses													
Cemetery	SPZB	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Cultural center, symphony hall or other place for the community's or the public's enjoyment of indoor or outdoor musical, dramatic, or artistic performances; amphitheaters	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Facility for the evaluation, treatment and counseling of persons suffering from alcoholism, drug dependence or mental illness who do not require general hospital admission	No	No	No	No	No	No	No	No	No	No	No	No	No
Historical or cultural society	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Municipal, county, state or federal	SPZB	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Museums	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Non-profit general acute care hospital including facilities for the evaluation and treatment of acutely ill alcoholic or drug dependent patients and for persons suffering from mental illness who do not appear to be dangerous to others at the time of admission in the opinion of the attending physician	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Nursing home, hospice, respite facility, life care center, physical therapy and rehabilitation facility, health care, sports medicine facility	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Open space, village greens and squares	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Other hospitals, convalescent home, sanitarium, camp	No	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Post office	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Private club not conducted for profit	SPZB	No	Yes	Yes	No	No	No	No	No	SPZB	No	SPZB	No
Private schools (for profit)	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Public educational	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Religious	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Schools of nursing, schools of laboratory technician skills, schools of physiotherapy and dormitory facilities ancillary thereto	No	No	No	No	No	No	No	No	No	No	No	No	No
Senior center	Yes	No	Yes	Yes	No	No	No	No	No	Yes	No	Yes	No
Transportation and Utility Uses													
Aviation field	No	No	No	No	No	No	No	No	No	No	No	No	No

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Bus station, railway station	No	No	Yes	Yes	No	No	No	No	No	Yes	No	Yes	No
Electric vehicle recharger facilities	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Ground mounted solar photovoltaic system	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Public transit facilities including stations and platforms	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Roof-mounted solar photovoltaic system	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Telecommunications consisting of wireless communications facilities limited to the Wireless Communications Overlay District as provided for in § 310-6.13 and wireless communication facility equipment building limited to the Wireless Communications Overlay District as provided for in § 310-6.13.	SPZB	SPZB	SPZB	SPZB	No	No	SPZB	No	No	No	SPZB	No	SPZB
Telephone exchanges, transformer station, transmission lines, substation, pumping station, or other public utility	SPZB	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Truck terminal or motor freight station	No	No	No	No	No	No	No	No	No	No	No	No	No
Wind energy system	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Residential Uses													
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio of three units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations: (1) detached one family dwelling; (2) attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding 2 ½ stories in height	No	No	No	No	No	No	No	No	No	No	No	No	<del>Yes</del> No
Age restricted dwellings shall not exceed two bedrooms per dwelling unit and shall not exceed a ratio of four units per acre on a single lot or an entire PMLD with the following permitted dwelling configurations:	No	No	No	No	No	No	No	No	No	No	Yes	No	<del>Yes</del> No
(1) detached one family dwelling;													
(2) Attached one-family dwellings in a townhouse style building not exceeding six dwellings units per building and not exceeding two stories in height.													
(3) Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.													

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Assisted living facilities if on a lot with an existing ground elevation at the proposed building at or above 255 feet elevation, mean sea level (1927) datum	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Assisted living facilities not exceeding a density of 10 bedrooms per acre for single lot or an entire PMLD with adult day care (drop-in center) as an ancillary use and meeting rooms or buildings accessory to assisted living facilities	No	No	No	No	No	No	No	No	No	No	SPZB	No	SPZB
Conversion of a pre-existing single-family dwelling to two-family dwelling or to mixed business and residential use	No	SPZB	No	No	No	No	No	No	No	No	No	No	No
Conversion of a single-family dwelling in existence at the time of bylaw adoption, to a two-family dwelling	SPZB	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No
Day care, family home	Yes	No	Yes	Yes	No	No	No	No	No	Yes	Yes	Yes	No
Foundation or cellar hole for residence	No	No	No	No	No	No	No	No	No	No	No	No	No
Home occupation	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
Kennel, personal	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No
Renting of rooms to not more than 4 persons and furnishing of table board to not more than 5 persons	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No
Residential dwelling units located above the ground floor of buildings provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy.	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Residential dwellings at a density of not less than four units per 30,000 square foot or greater lot and not more than one unit per 5000 square feet of land.	No	No	No	No	No	No	No	No	SPPB	No	No	No	No
Residential dwellings units as part of a commercial site plan where the square footage of residential dwelling units consists of 65% or less of the total combined square footage of the residential and commercial structures(s) and the footprint of residential structure(s) is equal to or less than the footprint of the commercial structure(s), provided that the commercial structure is constructed prior to residential occupancy.	No	Yes	No	No	No	No	No	No	No	No	No	No	No
Single family dwelling	Yes	No	SPZB	SPZB	No	No	No	No	No	No	No	No	No

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
The use of a portion of a dwelling or a building accessory thereto by a resident builder, carpenter, painter, plumber, or other artisan, or by a resident tree surgeon or landscape gardener for incidental work and storage in connection with his off-premises occupation. Subject to the same conditions and limitations as are specified above for home occupations	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Use of trailers, buses and mobile dwelling for residence in excess of 30 days	No	No	No	No	No	No	No	No	No	No	No	No	No
<b>Agricultural Uses</b>													
Agricultural, greenhouses, horticultural and floricultural growing facilities or nursery	Yes	No	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Animal hospital and clinic	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Commercial composting	No	No	No	No	No	No	No	No	No	No	No	No	No
Commercial riding stable	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Community gardens	No	No	No	No	No	No	No	No	No	No	Yes	No	<del>Yes</del> No
Noncommercial riding stable	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No
Poultry or stock raising except that the number of swine shall be limited to not more than 5	Yes	No	No	No	No	No	No	No	No	No	No	No	No
Roadside stand selling produce the major part of which is raised on the premises	Yes	No	Yes	Yes	No	No	No	No	No	Yes	Yes	Yes	<del>Yes</del> No
<b>Commercial Uses</b>													
Adult business limited to the Adult Business and Marijuana Overlay District	No	No	No	No	No	No	No	SPZB	No	No	No	No	No
Adult day care ancillary to an assisted living facility	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Adult day care	No	No	No	No	No	No	No	No	No	No	Yes	No	Yes
Art galleries and studios	No	Yes	No	No	No	No	No	No	No	No	No	No	<del>No</del> Yes
Auction gallery	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Auto freight storage facility located on a site that is fully screened by an opaque fence at six feet high	No	No	No	No	No	No	SPZB	No	No	No	No	No	<del>No</del> Yes
Automobile and light truck class 1 sales	No	No	No	No	SPZB	No	No	No	No	No	No	No	No
Bakeries	No	Yes	No	No	Yes	No	No	No	No	No	No	No	No
Banks and or automatic teller machines	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Can and bottle redemption centers	No	No	No	No	No	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Car rentals	No	SPZB	No	No	No	No	No	No	No	No	No	No	No
Car wash building	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	<del>No</del> SPZB

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Class 3 operators or sales	No	No	No	No	No	No	No	No	No	No	No	No	No
Child-care facility	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Coffee shops	No	Yes	No	No	Yes	Yes	Yes	No	Yes	No	No	No	Yes
Collection center for dry cleaning and laundry drop-off	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes
Commercial parking garages	No	No	No	No	No	No	No	No	No	No	No	No	No
Commercial service	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes
Contractor's headquarters	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes
Craft workshop	No	Yes	No	No	No	No	No	No	No	No	No	No	Yes
Dry cleaning or power laundry	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Farmer's markets	No	Yes	No	No	No	Yes	Yes	Yes	Yes	No	No	No	Yes
Fast-food restaurants	No	No	No	No	SPZB	No	No	No	No	No	No	No	Yes
Food Truck	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Funeral home	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Garaging of more than one commercial vehicles	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Garaging of more than three commercial vehicles	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Garage repair shops	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Gasoline and diesel fuel filling stations	No	No	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Ground mounted solar photovoltaic system accessory to a commercial building	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB
Indoor and outdoor recreation facilities operated as a business for gain and limited to swimming pools and athletic courts	No	No	No	No	No	No	No	No	No	No	No	No	No
Indoor commercial recreation	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Hazardous waste treatment facility	No	No	No	No	No	No	No	No	No	No	No	No	No
Home heating fuel sales and service	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No
Landscaping businesses	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Kennel, commercial boarding or training; kennel, commercial breeder minimum requirements: 5 acres of land, kennel enclosures must be at least 100 feet to property line and 500 feet to neighboring dwellings. Subject to site plan approval	SPZB	No	SPZB	SPZB	SPZB	No	No	No	No	No	No	No	No
Lawn and garden supplies	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes
Lawn, garden, farm equipment sales/service	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Licensed inn or hotel	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	SPZB	SPZB	SPZB No
Limited used motor vehicle sales	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Lumber and building supplies	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Massage therapy clinic licensed by the State	No	SPZB	No	No	No	No	No	No	No	No	No	No	No
Medical, dental and optical clinics	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Mixed use comprised of any of the allowed uses	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Mobile home and recreational vehicle sales	No	No	No	No	SPZB	No	No	No	No	No	No	No	No
Museum-type storage facilities	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Newspaper or job printing	No	Yes	Yes	Yes	No	No	No	No	No	SPZB	No	SPZB	No
Offices and office buildings	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	Yes	SPZB	Yes
Outdoor commercial recreation	No	No	No	No	No	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Outdoor commercial vehicle storage	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Outdoor storage of commercial vehicles in the front yard	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage of more than one commercial vehicle, limited to the rear yard of a minimum 30,000 square foot land area.	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No
Outdoor storage of more than three commercial vehicles, limited to the rear yard of a minimum 30,000 square feet of land area	No	No	No	No	No	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Outdoor business	No	No	No	No	No	No	No	No	No	No	No	No	No
Outdoor storage (see § 210-11.4.B (1))	No	No	No	No	No	No	No	No	No	No	Yes	No	No
Parking of house trailers or mobile homes nearer the street than the main house	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Parking lots as a principal use, as part of a planned multi-lot development, except on corner lots	No	No	No	No	SPZB	Yes	Yes	Yes	Yes	No	No	No	No
Registered Marjuana Dispensary	No	No	No	No	No	No	No	SPZB	No	No	No	No	No
Restaurant	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	SPZB	Yes	SPZB	Yes
Research and laboratory facilities	No	SPZB	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	No
Retail sales	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Retail services	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Sales (retail or wholesale) of beer, wine and alcoholic beverages for off-premises consumption:	No	No	No	No	SPZB	No	No	No	No	No	No	No	No

	R	B-1	B-3	B-4	C-1 ON Hwy	C-1a OFF Hwy	C-1b OFF Hwy	C-1c OFF Hwy	C-1d OFF Hwy	C-3	C-4	C-5	C-6
Scrapyards	No	No	No	No	No	No	No	No	No	No	No	No	No
Self-Storage facilities	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Shopping mall where the ground area covered by the buildings exceeds fifteen thousand (15,000) sq. ft.	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
Take-out restaurants	No	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes
Theaters; movie cinemas	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Wellness, dance, exercise and aerobic studios, martial arts studio	No	Yes	Yes	Yes	No	No	No	No	No	SPZB	Yes	SPZB	Yes
Wholesale store	No	No	SPZB	SPZB	No	No	No	No	No	SPZB	No	SPZB	No
<del>Manufacturing</del> Light Industrial Uses													
Biotechnology	No	No	No	No	No	No	No	No	No	No	No	No	Yes
Fulfillment Center	No	No	No	No	No	No	No	No	No	No	No	No	No
Manufacturing	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Research and laboratory facilities	No	SPZB	No	No	SPZB	SPZB	SPZB	SPZB	SPZB	No	No	No	Yes
Visual arts and video production	No	No	No	No	No	Yes	Yes	Yes	No	No	No	No	Yes
Warehouse	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	No	No
Miscellaneous Uses													
Accessory use or building to an allowed use or building	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<del>Biotechnology</del>	No	No	No	No	No	No	No	No	No	No	No	No	No
Drive-up windows	No	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB	SPPB
Golf course, driving range, miniature golf, par-three golf	SPZB	No	SPZB	SPZB	No	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	SPZB	No
Off-street parking of vehicles as provided for in § 310-6.7.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Radioactive material storage or handling	No	No	No	No	No	No	No	No	No	No	No	No	No
Scoreboard	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Signs as provided for in § 310-6.9	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Small wastewater treatment facilities, as regulated by the Town Board of Health	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

SPPB-Special Permit Planning Board and  
SPZB-Special Permit Zoning Board of Appeals

# Article 2 – Transfers

Description	From	To
Free Cash	\$475,374.75	
Stabilization – Opioid	\$18,514.25	
Stabilization Fund		\$200,000.00
OPEB Trust Fund		\$25,000.00
Opioid Select Board Office		\$38,000.00
Land Use – Legal Fees 40(b)		\$10,000.00
Assessors Dept–5 Year Recertification		\$51,800.00
Norfolk Public Schools – State Aid		\$69,089.00
Norfolk Public Schools – ELA Curriculum		\$100,000.00
<i>Total</i>	<b>\$493,889.00</b>	<b>\$493,889.00</b>

# Article 4 Capital – Other Sources

Description	From:	To:
Certified Free Cash:	\$1,089,500.00	
Library – Carpeting Replacement		\$35,000.00
Town Wide – ADA Compliance		\$25,000.00
Fire Dept – Lithium Ion Battery Mitigation		\$10,000.00
Information Technology – Technology Replace		\$45,000.00
Land Use – Office File Scan Services		\$35,000.00
Norfolk Schools – EBS Consoles		\$70,000.00
Norfolk Schools – Technology Replacement		\$30,000.00
Norfolk Schools – HOD Boiler		\$265,000.00
Norfolk Schools – FK Water Heater		\$85,000.00
Police – Vehicle Purchase (Cruisers & Admin)		\$219,500.00
Recreation – Baseball- Softball Field Restore		\$10,000.00
DPW – Office Ceiling		\$10,000.00
DPW – Roadway Construction & Sidewalk Improvements		\$150,000.00
DPW – Mirror Lake Dike & Dam Mitigation		\$100,000.00
<b>TOTAL</b>	<b>\$1,089,500.00</b>	<b>\$1,089,500.00</b>





## ANIMAL CONTROL DEPARTMENT

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

This year in particular, we have had an increase in bobcat and bear sightings, cruelty-neglect-hoarding and welfare calls, lost cats, animal bites and wounds of unknown origin, animal rescue and sick-injured or nuisance wildlife. We have seen a decrease in domestic animals struck by motor vehicles, domestic animal surrenders, lost-loose-found dogs, general wildlife concerns, and mutual aid responses.

The department is comprised of one full-time animal control officer (ACO) and one part-time ACO.

Total number of logged incidents in Caliber: Animal Control Department – 693; Police Department – 2

Cruelty/neglect/wellbeing investigations:	35	Nuisance dog complaints:	15
Domestic animals v. car/train:	6	Illegal trapping complaints:	2
Wild animal v. car/train:	96	Loose/lost/found/held dogs:	79
Lost and stray cat reports:	18	Nuisance wildlife:	35
Adoptions (direct):	3	Loose livestock:	12
Animal surrenders:	1	Rabies concerns:	23
Dog/cat/other bites (humans/animals):	32	Mutual aid:	31
Rescues/in distress (domestic & wild):	43	Admin logged, invest, cont. ed:	80
Cat trappings:	12	Kennel inspections:	8
Sick/injured wildlife:	92	WNV concerns:	1
Sick/injured domestic:	2	Domestic euthanasia (cat):	1
Public hearings/court:	4	Spay/neuter assists:	2
Lost (other) animals – rabbit & ferret:	2	Extra kennel care:	67
Animals transported to vet/lab/rehab:	50		

Respectfully submitted,

Hilary Cohen

## FIRE DEPARTMENT

### **Vision Statement**

The Town of Norfolk Fire & Rescue Department strives to be an exemplary organization, widely recognized as a department that uses best practices in delivering services to the town's citizens and guests.

### **Mission Statement**

Through prevention, preparedness, response, and mitigation, the Town of Norfolk Fire Department shall provide professional and innovative services and support to the citizens of the Town of Norfolk and The Massachusetts Department of Fire Services District 4.

### **Organizational Core Values**

***Excellence*** is a passion for continued improvement and innovation that will result in greater performance and accomplishment for the department. Excellence embraces accountability to ensure that all members contribute to organizational success. There is no vacation from greatness!

***Leadership*** is critical in maintaining the standards we set for ourselves and is reflected by the quality of service we provide. We can and should choose to take leadership roles as members of Norfolk Fire & Rescue and as individuals. Fire Service professionals are set apart and looked to as difference makers, role models, and examples for others in the community.

***Integrity*** is the willingness to do what is right even when no one is looking. Integrity includes *Courage* - doing what is right even if the personal cost is high, moving forward in the face of great personal risk; *Honesty* - always telling the truth; *Responsibility* - acknowledging your duties and acting accordingly; *Accountability* - assuming the blame when it is rightfully yours and declining credit that is not yours; and *Respect* - respecting oneself and others as a professional and as a person.

***Service*** is the backbone of the fire service. We serve others! We must remember that our primary mission is to deliver the best possible service to our customers. It requires that we regard everyone as customers.

### **Overview**

The Norfolk Fire Department responded to 2,991 calls for service in the 2024 calendar year. This is a decrease of 1.5% from the 2023 total of 3,037. There were 1,955 emergency incidents and 1,036 non-emergency incidents. In addition to responding to emergency and non-emergency calls for service, the department also conducted 298 training incidents in calendar year 2024 to maintain and ensure competency and proficiency. Community service also remains a hallmark of the department. Our members partnered with community groups and charitable organizations to participate in community outreach and engagement initiatives. Members participated in the Safe Coalition Gala, Norfolk Little League Parade, Norfolk Town Memorial Day Celebration, Special Olympics, Norfolk Community Day Celebration, Fire Department Open House, Haunted Car Crawl, Halloween Trunk or Treat, the Lions Christmas Parade, Holiday on The Hill, and hosted the Community Senior Dinner.

For the calendar year 2024, there were 712 occurrences of simultaneous/multiple emergency calls. The department routinely has two or more emergency calls concurrently approximately 36% of the time. The department's average overall response time from notification to arrival of the first unit for all emergencies was 6 minutes and 02 seconds. Our response times continue to surpass the 8-minute gold standard for arrival of trained responders and is far superior to the national average for advanced life support emergency medical response of 14 to 16 minutes.

The day-to-day operation of the department is under the direction of the fire chief and is supported by one operational deputy chief. To carry out the mission, the Fire & Rescue Department is currently staffed 24/7, 365 by a full-time staff of five Captains and 11 Firefighter/Paramedics divided into four shift work groups.

The full-time staff is supplemented by a paid on-call staff consisting of five Firefighters. The staff is responsible for developing, coordinating, monitoring, and implementing the following core programs and services.

**1. *Emergency Services 1,955 total Emergency Incidents***

- a. Medical @65.45% of Emergency Incidents
  - i. Advanced Life Support First Response, Treatment, and Transport
  - ii. Basic Life Support First Response, Treatment, and Transport
- b. Fire Suppression @5.55% of Emergency Incidents
- c. Hazardous Materials Mitigation/Response @4.44% of Emergency Incidents
- d. General Services @21.41% of Emergency Incidents
- e. Technical Rescue @3.15% of Emergency Incidents
  - i. Vehicle and Machinery Extrication
  - ii. Rope Rescue
  - iii. Confined Space Rescue
  - iv. Trench Rescue
  - v. Structural Collapse Rescue
  - vi. Surface Water/Ice Rescue
  - vii. Urban Search and Rescue
  - viii. Wilderness Search and Rescue
  - ix. Animal/Large Animal Rescue

**2. *Community Risk Reduction 1,036 total Non-Emergency Incidents***

- a. Fire and Life Safety Inspections
- b. Construction Plan Review
- c. Code Enforcement
- d. Target Hazard Tactical Preplanning
- e. Pre-Fire Survey
- f. Fire and Life Safety Education

**3. *Fire Administration & Support Services***

- a. Finance/Budget
- b. Human Resources/Staffing
- c. Training/Professional Development 298 Total Training Incidents
- d. Apparatus/Equipment Maintenance
- e. Apparatus/Equipment Acquisition
- f. Dispatch Center & Communications
- g. Research & Development

In 2024, the department was able to acquire new personal protective equipment. The cost of this equipment was funded through a competitive Assistance to Firefighters Grant administered through The Department of Fire Services and the State Fire Marshal's office.

Thanks to the support of the community, the department was able to fund the acquisition of a new Pumper/Tanker (Tank 1) and a New Pumper (Engine 2). The new Tank 1 is a 2023 Pierce International Pumper Tanker carrying 3,000 gallons of water and a 1,250 gpm pump. The New Engine 2 is a 2024 Rosenbauer Commander Pumper carrying 1,000 gallons of water, 30 gallons of foam, and a 1,500 gpm pump. The new apparatus enhances overall safety and service delivery, and helps modernize our aging apparatus fleet. The Fire Department was also able to move in to a new fire department headquarters. The new facility will greatly enhance facility safety and the department's capability to house physical and personnel assets.

Training remained a high priority with the fire department. Personnel participated in 298 training activities as a part of on-duty shift work or as full fire department training. Training is the backbone of a fire

department. It ensures our personnel are well prepared to respond safely, efficiently, and effectively to the various types of incidents and emergencies in our community. Training as a department is essential to ensure that all components of mitigating emergencies are consistent and coordinated with all firefighters working together as a team. The Norfolk Fire Department hosted live fire suppression training at a property located at 105 Rockwood Road donated by Mr. Mark Gately of Commonwealth Construction & Design. The live fire training evolutions included search and rescue, ventilation, fire attack, hose handling, laddering, and firefighter rescue drills.

The department welcomed three new on-call members to supplement and provide support to the career staff. Christopher Watson, Jack Brady, and Sam Naggar were hired to the on-call department in September/October 2024.

Thank you to the men and women who make up the Norfolk Fire Department. Your commitment to this community is unmatched, and your work is truly appreciated. A heartfelt thank you to the businesses and residents of Norfolk for your continued and unwavering support!

Respectfully submitted,

Erron Kinney  
Fire Chief

**FIRE DEPARTMENT**

**CHIEF OF FIRE DEPARTMENT**

Erron Kinney

**DEPUTY FIRE CHIEF**

John (Jack) Kelley

**EXECUTIVE ASSISTANT**

Vacant

**CAREER STAFF**

Capt. Michael Findlen  
Capt. Douglas Johnston  
Capt. Seth Hamilton  
Capt. Kate Howarth  
Capt. William Getchell  
Richard Yunker  
Mark Amiot  
Jamie Masterson

Thomas Newman  
Alexa Bethoney  
Luke Barney  
Tyler Connolly  
Michael Belmore  
Ian Marland  
Sam Brady  
Vacant

**ON CALL STAFF**

Ryan Connolly  
Eric Eszlari  
Christopher Watson  
Jack Brady  
Sam Nagggar

## **METACOMET EMERGENCY COMMUNICATIONS CENTER**

For the period of January 1, 2024 through December 31, 2024, our staff processed:

25,522 911 Calls  
93,394 Business Lines Calls  
14,223 Fire CAD Incidents  
99,803 Law CAD Incidents

Metacomet Emergency Communications Center was formed by special legislation and dispatched its first call on May 6, 2019. We dispatch police, fire, and EMS calls for the communities of Franklin, Mendon, Millville, Norfolk, Plainville, and Wrentham.

Our goals are to dispatch appropriate police, fire, ambulance and rescue services in accordance with established protocols with the least possible delay after a request is received or requirement is known to exist and to provide consistent quality service with constant regard to safety of the public and responding public safety personnel.

The MECC staff's highly skilled, trained, professional telecommunicators are ready to assist, day or night. Rest assured we stand ready to help you in your time of need.

Respectfully,

Gary M Premo, ENP

## **POLICE DEPARTMENT**

It is a pleasure to provide the 2024 Police Department annual report in my third year as Chief of Police in Norfolk.

The Police Department is comprised of three divisions: Administration, Patrol, and Investigations. In 2024, the Police Department logged 14,874 calls for service and/or self-initiated calls (i.e. motor vehicle stops, checks on suspicious persons, etc.) which is a 5% increase from 2023. There were 76 total arrests and 172 criminal complaints in 2024, which is a decrease of 22%. The department attributes the decrease in arrests and complaints to the Jail Diversion Program and an increase in training pertaining to de-escalation, mental health awareness, and crisis intervention. In 2024, notable increases in crime included assaults (60%), disorderly disturbances (88%), drug paraphernalia (300%), drug overdose (100%), stabbing (100%), and stolen motor vehicles (100%).

In 2024, the Norfolk Police once again secured a \$100,000 grant through the Department of Mental Health to fund a mental health clinician to be shared between Norfolk, Wrentham, and Plainville. The Town of Norfolk supported the hiring of the clinician as a town employee (grant funded). Hiring in this way increased the pool of applicants by offering a higher salary and benefits than using an outside agency to supply the clinician.

In June of 2024, a Temporary Respite Center was opened by the Commonwealth of Massachusetts at the former Bay State Correctional Center site. An operational plan was put in place to mitigate the impact to the department and level of service provided to the town. The plan was developed in cooperation with the Massachusetts State Police and surrounding mutual aid communities.

Norfolk Police continues our robust Traffic Enforcement Program which includes two traffic officers overseen by a patrol sergeant. This unit manages requests for traffic enforcement, accident mitigation, community events requesting traffic assistance, and in-house equipment management and operations related to traffic and/or cruiser maintenance. I wish to thank Officer Keen and Officer Mazzola for working to secure grant funding for one handheld radar unit and two portable breathalyzers. The grant award of \$17,257.68 covers that equipment as well as overtime funds for traffic initiatives. The Traffic Safety Grant initiatives included winter impaired driving, distracted driving, click it or ticket, summer speed, and summer impaired.

Our Community Outreach Programs include regular prevention education through our two school resource officers and one DARE officer. In 2024, Officer Katie Appel organized a certified 5K to benefit the Doug Flutie Foundation for Autism Awareness. The 5K was planned in partnership with the Norfolk Fire Department for our first annual Autism Run.

We regularly provide tours of the police station for Girl Scout Troops and attend community events to include Trunk or Treat, Town Hill Tree Lighting, and Veterans' Dinners at the Norfolk Grange. Several officers volunteer their time quarterly to assist with special events.

The Detective Division police investigated crypto scams and recovered \$3,731.33 of \$10,000 deposited into a Bitcoin ATM. Norfolk Police was one of the first agencies in the State to obtain a crypto bank account to disperse funds back to victims.

I would like to thank the Norfolk community and the officers and staff of the Norfolk Police Department for your continued support in helping to make Norfolk a great place to live and work in.

Timothy P. Heinz  
Chief of Police

**POLICE DEPARTMENT**

**CHIEF OF POLICE**

Timothy Heinz

**DEPUTY POLICE CHIEF**

Michelle Palladini

**LIEUTENANT**

Eric Van Ness

**SERGEANTS**

Joseph Choiniere

David Eberle

Glen Eykel

Jimmy Meneses

Samuel Webb

**PROSECUTOR**

James Lorusso

**DETECTIVES**

James Lorusso

Jimmy Meneses (Detective Sergeant)

**PATROL OFFICERS**

Katie Appel

Christopher Catalano

Melissa Cochrane

Nicholas Ethier

Steven Hamilton

James Hazeldine

Ryan Jasset

Jason Keen

Jonathan King

Gino Locchi

Daniel Mazzola, Jr.

Michael Milano

James Vinson

**RESERVE POLICE OFFICERS**

Robert Forsythe

Robert Holst

Koren Kanadianian

Neil Nicholson

Matthew Tibbetts

**TRAFFIC SAFETY OFFICERS**

Thomas Degnim

Susan Fornaciari

David Holt

David McConnell

Cornelius Moynihan

Paul Murphy

Stephen Plympton

Jason Romans

Robert Shannon

John Wayne

George Willis

**ADMINISTRATIVE SUPPORT STAFF**

Julie Bain

Pamela Cartin

**POLICE MATRONS**

Pamela Cartin

Hilary Cohen

Ashley MacDougall

**POLICE CHAPLAINS**

Pastor Kyle DeGagne, Emmanuel Baptist Church

Pastor Stephen Zukas, St. Jude Catholic Church

**POLICE COMMISSIONERS**

Jim Lehan

Anita Mecklenburg

Kevin Roche

## POLICE DEPARTMENT ACTIVITY REPORT

Calls For Service	2024
209A/258E ORDER VIOLATION	10
911 ACCIDENTAL	90
911 HANG UP	84
911 OPEN LINE	83
ABUSE CHILD / ELDER	0
AIRCRAFT PLANE HELICOPTER DRONE	0
ALARM - BURGLAR	217
ANIMAL	49
ASSAULT	16
ASSIST - EMS	685
ASSIST - FIRE DEPARTMENT	266
ASSIST CITIZEN/PUBLIC	150
ASSIST OTHER AGENCY - CLINICIAN	2
ASSIST OTHER AGENCY - MUTUAL AID	56
BURGLARY BREAK AND ENTER	11
CHEMICAL SPILL LEAK / HAZMAT	1
CIVIL COMPLAINT / NEIGHBOR DISPUTE	42
COUNTERFEIT MONEY	0
DISABLED VEHICLE	129
DISORDERLY DISTURBANCE	45
DOCUMENT SERVICE / RESTRAINT SUMMONS	44
DOMESTIC VIOLENCE	55
DRUG PARAPHENALIA	3
ELECTRICAL HAZARD	7
MENTAL HEALTH	31
ERRATIC OPERATOR	124
FIGHT	0
FIREWORKS COMPLAINT	10
FOUND PROPERTY	20
FRAUD	81
HARASSMENT	34
HIT & RUN MVC	18
INACCESSIBLE HOUSE LOCK OUT	26
LARCENY	33
LOST PROPERTY	12
MESSAGE DELIVERY NOTIFICATION	40
METROLEC CALLOUT RESPONSE	14
MISSING PERSON	11
MOTOR VEHICLE CRASH	155
MOTOR VEHICLE STOP	3,014
NATURAL GAS / FUEL / PROPANE LEAK	2
NOISE COMPLAINT	46
ODOR INVESTIGATION	24
OVERDOSE OD	12
PANIC ALARM - AUDIBLE	16
PANIC ALARM - SILENT	0
PARKING TRAFFIC COMPLAINT	29
PRISONER ESCAPE - DEPT OF CORRECTION	1
PROPERTY/BUILDING/SECTOR CHECK	7,883
ROAD/TRAFFIC HAZARD	125
RUNAWAY	10
SEXUAL ASSAULT OFFENSE	4
SHOPLIFTING	1
STABBING	1
STOLEN VEHICLE	6
SUDDEN / OBVIOUS DEATH / BODY FOUND	2
SUSPICIOUS ACTIVITY / VEHICLE	398
THREATS	21
TRAFFIC ENFORCEMENT	354
TRAIN/MBTA COMMUTER RAIL	15
TRESPASS	46
VANDALISM PROPERTY DAMAGE	34
VEHICLE LOCK OUT	25
WARRANT SERVICE	18
WELFARE/WELL-BEING CHECK	105
WIRES DOWN	28
<i>Total Calls For Service</i>	<i>14,874</i>

**POLICE DEPARTMENT SUMMARY REPORT**

	2024	2023	Change %
Calls For Service	14,874	14,179	5%
Arrests	76	98	-22%
Application For Criminal Complaint	172	220	-22%
MV Citations Issued	1,241	1,482	-16%

<b>Criminal Complaint By Type</b>			
Arrests	Hearing	Summons	Warrant
75	95	12	10

<b>Citation By Type</b>			
Arrests	CMVI Fine	Criminal (Summons)	Warning (Written)
48	195	96	902

## **POLICE DETECTIVE DIVISION**

The Detective Division of the Norfolk Police Department is currently staffed by one full-time detective and one part-time detective sergeant, Detective Sergeant Jimmy Meneses, who oversees the division and works alongside Detective James Lorusso. Detective Lorusso is assigned to a full-time detective assignment, Monday through Friday, from 7 a.m. to 3 p.m., and Detective Sergeant Meneses works two 7 a.m. to 3 p.m. shifts on a rotating schedule.

Detectives utilized a number of databases and the METRO-LEC and State Police Crime Labs to investigate cases. Mutual aid with other municipalities, the NORPAC Task Force, the Massachusetts State Police, and federal agencies were utilized to effectively investigate cases that were often multijurisdictional.

### **Overview of Investigations Undertaken by the Detective Division in 2024**

Notable statistics are as follows:

- Investigated drug overdoses (12 total), one fatal.
- Investigated breaking and entering (11 total).
- Investigated larceny (33 total).
- Investigated sexual offenses (4 adult and 3 juvenile).
- Investigated financial crimes/fraud (81 total).
- Investigated sudden deaths (2 total).
- Investigated missing persons (11 total).
- Investigated stolen motor vehicles (6 total).
- Investigated assault to murder case (1 total).
- Investigated firearms offenses (6 total).
- Investigated prison escape (1 total).
- Investigated swatting call (3 total).

During this past year, Detectives Meneses and Lorusso continued their professional development and attended a number of trainings/seminars/workshops including a new cryptocurrency fraud class for continuing education and are members of various task forces, including a newly formed Crypto NESPIN/FBI Task Force.

Detectives also assisted the department's officers with incidents and worked along with and assisted area detectives with investigations and search warrants. Detectives are current members of the NORPAC Task Force assisting with security for the Boston Marathon.

Detectives also completed two alcohol compliance checks during 2024, and no violations were found.

The Detective Division investigated many different financial fraud scams. Detectives are seeing these scams become even more sophisticated and harder to investigate with more victims suffering significant financial loss. There was also an increase of package thefts through organized crime groups, including a large-scale Apple products package theft ring.

The Detective Division also continues to handle the department's court responsibilities and assists with firearms licensing.

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

Respectfully,

Detective Sergeant Jimmy Meneses  
Detective James Lorusso





**Education  
Library  
Arts**

## **CULTURAL COUNCIL**

The Norfolk Cultural Council (NCC) is part of a network of 329 Local Cultural Councils serving all 351 cities and towns in Massachusetts. The largest grassroots cultural funding network in the nation, the Local Cultural Council (LCC) Program enriches the cultural life of all cities and towns in Massachusetts. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, a state agency, which then allocates funds to each community.

Within Norfolk, decisions about which activities to fund are made by a committee of volunteers appointed to the Norfolk Cultural Council by the Select Board. In reviewing grant applications, the NCC considers the benefit to the community and the population segments served. The NCC favors programs that occur at a local venue or are sponsored by a local organization, such as the Senior Center, Norfolk Library, Recreation Department, or the Norfolk Lions Club.

In 2024 the Norfolk Cultural Council distributed \$9,551.07 in grants to 19 individuals/groups and not-for-profit organizations that provided programming centering around the arts, humanities, history, and interpretive sciences for children, adults, and intergenerational groups.

NCC always supports (via grant money) the popular summer concert series on Town Hill and multiple activities at the Norfolk Senior Center and Norfolk Library. In 2024 the NCC also provided funding to the Norfolk Public Schools for curriculum enhancement, the Norfolk Special Education Parent Advisory Council, the King Philip Music Association, and regional organizations such as the Un-Common Theater Company, the Charles River Chorale, and Mass Audubon.

In addition to distributing grant monies the NCC sponsors an annual Juried Art Show in the Norfolk Library community room. The Juried Art Show has not been held for several years due to the COVID pandemic but is restarting in May 2025.

The NCC welcomes new members! The current committee has five members but can have up to 23! No art, music, or any other expertise is needed, just an interest in supporting arts and cultural programs in Norfolk and surrounding communities. Please contact the NCC at [ncc@norfolk.ma.us](mailto:ncc@norfolk.ma.us).

Interested in presenting a program in Norfolk? The grant application process opens in September. Information and forms are available at <https://massculturalcouncil.org/>.

Respectfully submitted,

Norfolk Cultural Council

## HISTORICAL COMMISSION

Historical preservation continues to be the focus of the Norfolk Historical Commission.

Members worked tirelessly in preparation for the dedication ceremony at Fales Memorial Park Preserve honoring our late member, Barbara Bartholomew. Geri Tasker and Eagle Scout candidate Santo Rizzo received permission from Town Administrator Justin Casanova-Davis and the Select Board to work at the park to prepare Bertha's Grove and the surrounding trails for the dedication ceremony. Santo and his crew of volunteers did a fabulous job cleaning up the site. The grove and trails were cleared of debris and trail signs and markers were hung. The old bench was replaced and a second bench installed; the picnic table was relocated. Santo built and added birdhouses in and around Bertha's Grove. With all the work completed, a ceremony was held on August 17, 2024, to dedicate one of the benches in memory of Barbara Bartholomew, a longtime NHC board member. Her endless research led to the creation of this park. Town officials and many guests attended on that beautiful summer day. NHC awarded Santo a Certificate of Achievement for his efforts at the park to achieve the rank of Eagle Scout.

Betsey Whitney, our Pondville historian, continues to receive inquiries from descendants of the Pond family from all over America. Betsey has lived in Pondville for many years and loves her community. That prompted her to research the area resulting in the publication of *The History of Pondville*.

In the spring, Geri and Betsey visited the Tramp House to welcome third graders from the Freeman-Kennedy School. Using posters and artifacts, they presented "The History of Norfolk's Tramp House" and the purpose of tramp houses in the early days. Our Tramp House is one of only five remaining in Massachusetts. The students were delightful, attentive, and enthusiastic to learn that the Tramp House was more than just a little red building on Town Hill. Teachers and students were given a copy of the *Town Hill Walking Tour Brochure* put together by NHC in 2016.

Sadly, we mourned the loss of two of our longtime board members:

- Marcia Johnston passed away on March 16, 2024; she served NHC for many years as the treasurer. Marcia and her late husband, Police Chief Samuel Johnston, designed and donated the town seal that hung on the front of the Old Town Hall on Main Street. The seal is now on display in our current Town Hall.
- Thelma Ravinski passed away on April 1, 2024. Over the years, Thelma served NHC as secretary, chair, and historian. She interviewed and recorded the memories of longtime local residents. Her recordings were published as *Norfolk Stories, Volumes I and II*. Thelma was responsible for saving the Tramp House several years ago during a Town Hill renovation. We are planning to honor her with a ceremony at the Tramp House.

We received a request from the Boston Public Library to digitize our collection of "The Colony" books. This entailed lending the entire collection to the BPL without a commitment to return them within any specific time frame, possibly a year or more. We advised the library that we were not willing to give up the books for an indefinite period of time. Researchers have made requests to look through these books and have found useful information. Dan Winslow donated the collection to our care; the books were the property of his grandfather, who was a warden at MCI Norfolk.

Donna Jones searched through our photo archives for early pictures of the Norfolk Fire Department. Several of the photos she found will be used as part of a mural in the new fire station.

NHC was approached by Robert's Roofing, a local Norfolk business, stating they noticed that the roof of the Tramp House needs replacing. They love the little building and offered to replace the roof providing materials and labor at no cost to the town. Geri spoke with Town Administrator Justin Casanova-Davis regarding proper procedures to follow in order to accept the offer. Sam Zeigler, who has done preservation work on the Tramp House in the past, is our liaison on this project.

We received four demolition applications for buildings that are 75 years old or older. The following applications were approved without delay:

- 43 Rockwood Road – This was formerly an accessory building to an old home that was razed. It was originally a restaurant, then a real estate office, and had been vacant for several years.
- R113 North Street – Photos showed a very run-down structure in disrepair with no historic value.
- 6 Baltimore Street – This application was for a partial demolition. The original house was built in 1921 as a cottage and has had several additions including one in 1990 that was built on a solid foundation; this part will not be demolished.
- 15 Rockwood Road – Demolition Delay. NHC imposed a six-month delay on the demolition of this property due to the historical significance of the home. This property, built in 1850, is commonly known as the Cyrus Ware House and the Dupee House and Restaurant; it was a post office as well as the home and law office of former Town Moderator Frank Gross, Esq. The home is listed on the National Register (04/10/2017) as part of the Rockwood Road Historic District and is featured in the *Town Hill Walking Tour Brochure*. Since imposing the demolition delay, property owner Stefan Frey is considering a refurbishment of the home into apartments instead of demolition. He does plan to tear down the barn located behind the house and build eight townhouse units in its place. NHC is very pleased with this proposal and hopes he is able to follow through.

Due to the number of demolition applications received and especially considering the historic importance of the Dupee House and its possible demise, NHC determined that even with an imposed delay, six months is not nearly enough time to actually save an historic building. By the time NHC has an opportunity to view a site and make a decision, if a delay is imposed, the time frame reverts back to the date of application, thus reducing the actual delay. NHC is working on a revision to extend the current law.

Respectfully submitted,

Norfolk Historical Commission Board Members:

Geri Tasker, Chair

Sandra Paquette, Treasurer

Gail Sullivan, Interim Secretary

Betsey Whitney

Sam Zeigler, CPC Representative

Alternate Members:

Donna Jones

Kathy Lang

## **KING PHILIP REGIONAL SCHOOL DISTRICT**

### **School Year 2023-2024**

During the 2023-2024 school year, the King Philip Regional School District was led by newly appointed Superintendent Dr. Rich Drolet, who joined the district from Seekonk Public Schools. Under Dr. Drolet's leadership, a team of administrators, educators, parents, community members, and students developed the King Philip Regional School District's 2024-2029 Strategic Plan, *The KP Way*. This plan outlines a comprehensive roadmap for advancing the district through four key focus areas: Teaching, Learning, and Leading for All; Communication and Community; Finance, Facilities, and Human Resources; and Culture and Wellness.

The strategic plan equips students with the tools for success by fostering inclusive, student-centered learning environments and expanding career opportunities. It also enhances communication and community involvement, ensures well-maintained facilities and a diverse staff, and cultivates a culture of wellness and belonging—all of which prepare students to thrive academically, socially, and emotionally.

By guiding the district in actively engaging students in meaningful learning experiences, the strategic plan nurtures their passions and prepares them for success in an ever-changing world. Our mission remains rooted in fostering respect, individual and collective responsibility, creativity, and a genuine enthusiasm for learning.

The King Philip Regional School Committee, which is essential to the functioning of the school district, comprises nine members, with three members from each of the towns of Norfolk, Plainville, and Wrentham. Six members are elected, with two from each of the respective towns with staggered three-year terms. The other three members are appointed by their respective town elementary school committees. The committee generally meets twice a month at the King Philip Regional High School in the library to conduct business. School Committee meetings are open to the public with dates and times posted on the School Committee section of the King Philip Regional School District website at [www.kingphilip.org](http://www.kingphilip.org) and also posted in the Superintendent's Office.

In addition to the bi-monthly meetings, members of the school committee also serve on subcommittees that meet on an as needed basis throughout the year. During 2023-2024 those subcommittees included a Finance Subcommittee, Policy Subcommittee, Superintendent Evaluation Subcommittee, and a Collective Bargaining Negotiations Subcommittee for the KP Cafeteria Association. The work of each of these subcommittees varies depending on the needs of the district.

The Finance Subcommittee worked with the Superintendent of Schools and Director of Finance & Operations in the preparation of a budget request which would be presented to the residents at each communities' annual town meeting. The subcommittee and the full school committee spent much of their meeting time during the winter and spring months working with the superintendent and administration to develop an operational budget request for the school department. At the annual spring town meetings, the requested budget was approved.

#### **King Philip Regional High School Update**

The King Philip Regional High School also had a leadership change with the addition of the high school principal, Ms. Nicole Bottomley. Ms. Bottomley awarded 292 diplomas at King Philip High School graduation which was held at Stonehill College on June 9, 2024. We had 2 students who graduated from our Honors Academy, 2 students who graduated with Distinction in Liberal Arts, 6 students who graduated with Distinction in Stem, 17 students received the Spanish Seal of Biliteracy, of those, 3 were with Distinction,

3 students received the French Seal of Biliteracy, and 1 student received the Portuguese Seal of Biliteracy. Student Council along with KP Cares helped at graduation.

Throughout the year, communication with students and their families was done through newsletters using SMORE that could be translated into multiple languages and through social media to highlight clubs and activities at KP. Curriculum Nights to inform parents about the grade 8-9 transition with the HS Principal were done in Town Hall format with an opportunity to meet with Department Leaders and take a tour of the building led by student leaders. In March the King Philip Regional High School also hosted an 8th Grade Student Move-Up Day. The middle school students were divided into three waves over the course of three days and spent a few hours in the high school touring the building, eating lunch in the cafeteria, meeting with their school counselors to make scheduling requests, and hearing from a panel of high school students on a variety of topics.

This past year the library renovation project was completed and now provides office and conference room space, classrooms, and a STEM/Makerspace area. The library, the hub of the high school, is a more inviting learning environment.

### **King Philip Regional Middle School Update**

KPMS continued its implementation of Positive Behavior Interventions and Supports (PBIS) under *The KP Way: Safe, Respectful, Responsible*. Students participated in structured lessons on behavioral expectations and a new ticket-based recognition system reinforced accountability and respect. Monthly State of the School assemblies celebrated successes and identified areas for growth, while staff regularly reviewed behavior data to refine student support systems. The Behavior Support Team also updated a behavior flowchart to ensure consistent expectations school-wide.

To support student well-being, KPMS expanded the use of the Collaborative for Academic, Social, and Emotional Learning (CASEL) SEL 3 Signature Practices, incorporating welcoming activities, engaging strategies, and intentional closures across classrooms. Staff engaged in professional development on social-emotional learning and community-building circles were introduced as a strategy for classroom and student support meetings.

Academically, our focus on mathematics growth was supported by high-quality instructional materials (Open Up Resources by Illustrative Mathematics) in both 7th and 8th grade, coaching from external experts, and peer observations among math teachers. The use of MAP Accelerator provided students with personalized learning experiences and targeted skill development.

KPMS also prioritized family and community engagement, offering bi-weekly newsletters in multiple languages, family coffee chats, and partnerships with organizations like Healthy KP. The school facilitated structured transition events including Grade 5 Move-Up Day and a collaborative high school Move-Up Day for 8th graders.

Beyond academics, extracurricular activities provided students with opportunities to connect outside the classroom. KPMS hosted its annual Scholastic Book Fair and offered a variety of clubs, including Math Team, GSA, Ski and Snowboard Club, Art Club, Jazz Band, Homework Club, Yearbook Club, and Student Council. The fall cross-country intramural program provided another opportunity for students to engage outside of class. Additionally, three King Philip Middle School Student Ambassadors were selected to represent Wrentham, Norfolk, and Plainville in the statewide Project 351 leadership initiative.

### **Technology Department Update**

The technology department began the year with some turnover, including the departure of a long-standing employee who took on a director role at another district. Two of the team were promoted to these open roles and have performed admirably in their first year.

The school year began as usual with the distribution of Chromebooks to the incoming 7th graders. This process continues to evolve but has proven to work well. The district applied for and was granted funding to participate in a "Cyber Security Awareness Training" program sponsored by the state. Several faculty and staff members attended the MassCUE conference and returned with much excitement about new programs that the department will evaluate over the next year. A new program that filters content on student devices and allows teachers to view and monitor their screens during class was deployed. MCAS testing at the middle school and high school was executed very successfully. The middle school also administers MAPS testing twice a year, another computer-based test for the entire school. The district took another large step in transitioning to Google by shifting its identity management to Google from Microsoft AD.

### **Student Services**

The special education department celebrated the retirement of Mrs. Connie Eckhart, District Team Chair. Mrs. Eckhart supported the transition from 6th to 7th grade for students with disabilities. She also facilitated the Section 504 meetings at the middle school. With her retirement, the Section 504 responsibilities shifted to the building administration and school counselors. The Middle School Team Chair, Mrs. Traci Vaughan, is facilitating the student transition, and the middle school administration and Director of Student Services, Ms. Lisa Moy, are supporting students' transition with Section 504 plans.

We also celebrated Mrs. Kathy Puzas, a high school nurse's retirement. Nurse Ms. Charell Liberatore relocated from middle to high school with her retirement.

The special education department began training for the Massachusetts Department of Elementary and Secondary Education's recently updated Individualized Education Program (IEP) to be implemented in 2024-2025. These changes are designed to enhance the IEP process and improve educational outcomes and experiences for students with disabilities across the Commonwealth. The new form fosters greater collaboration between families and school districts, ensuring more effective support systems for students with disabilities.

The updated IEP aims to improve student outcomes by emphasizing individual strengths. It also features clearer, more accessible language to better support students and their families. Additionally, it reinforces the requirement that students with disabilities be placed in the least restrictive environment that meets their needs. A key focus of the update is strengthening the transition planning process, equipping students with the skills and resources necessary for greater independence in adulthood, including post-secondary education and employment.

### **Wellness Update**

While providing exceptional comprehensive academic programs for students, the district has been able to support mental and behavioral health, and wellness initiatives. The Family Wellness Resources website and wellness newsletters provide families with information and resources. To increase access to outside counseling providers for students and their families, and staff and their families, the district provides access to Care Solace, a care matching service that connects individuals with available providers. In addition, the district partnered with Transitions Counseling and Walker Community Counseling for additional support in the schools. Parent/caregiver wellness education events were held during the 2023-2024 year to support families. Dr. Sadfar Medina presented "Tips for Talking to Your Teen in Today's World," and internet safety expert presented "Digital Health and Safety- Keeping Our Kids Safe."

Multiple coalitions and student groups continue to reinforce student health initiatives. The KPHS Active Minds student chapter, affiliated with the national Active Minds organization, works to change conversations around mental health, reduce stigma, and increase help-seeking behaviors of students. Healthy KP Substance Use Prevention Coalition, a community coalition, sponsored substance free student events such as a dance at KPMS and Fifth Quarter and a student/parent social event at KPHS. As an alternative to suspension for vaping and other substance violations, the district connected students with the SAFE

Coalition for cessation and other programs. Counselors received training to deliver iDecide Drug Education Curriculum for Intervention, Diversion and Empowerment. Through presentations by Samaritans, middle school students learned when and how to seek help for themselves or a friend. All district counseling professionals were trained in Suicide Assessment and Intervention.

Sincerely,

Dr. Rich Drolet, Superintendent of Schools  
Ms. Colleen Terrill, Assistant Superintendent  
Mr. Michael Bois, Director of Technology  
Ms. Lisa Moy, Director of Student Services  
Ms. Dot Pearl, Director of Wellness  
Ms. Michelle Kreuzer, Middle School Principal  
Ms. Nicole Bottomley, High School Principal

## **NORFOLK ELEMENTARY SCHOOLS**

**January 2024 – December 2024**

### **Vision Statement**

Teach. Inspire. Empower. Succeed.

### **Mission Statement**

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

### **Budget**

The FY25 approved budget for the Norfolk Public Schools was \$15,565,080.

### **Personnel Changes**

The Norfolk School Community acknowledges the retirements of Alicia Whitehead, Pre-Kindergarten Lead Teacher (31 years), Mary O'Riordan, Upper Elementary Classroom Teacher and Math Specialist (19 years), Carolyn Kelley, Lower Elementary School Adjustment Counselor (16 years), and Kathleen Murphy-White, Grade One and Kindergarten Teacher (17 years) for their dedication, excellence and long-term commitment to the children of Norfolk.

### **School Councils**

#### **H. Olive Day School and Freeman-Kennedy School Councils**

The H. Olive Day School and Freeman-Kennedy School Councils are essential components of each school, comprised of the principal, parents, teachers, and community members. Functioning in an advisory role, the Council provides valuable input to the principal. Meetings are held monthly during a standard school year to facilitate collaboration and discussion among its diverse members. This year, the councils will discuss a variety of topics, including the continued implementation of the Multi-Tiered System of Supports (MTSS) with a focus on Tier 1 and Tier 2 interventions. Additionally, discussions will cover the alignment of these interventions with our current assessments and screeners in English Language Arts (ELA), math, and Social-Emotional Learning (SEL). Other agenda items include supporting the adoption and implementation of a high-quality research-based literacy curriculum that support students at all levels, continuing to initiate opportunities to create active community engagement within our schools and community, providing families access to both social and emotional supports, extra curricular activities, and academic inquiries. We will also collaboratively strategize on ways to continue developing and maintaining a safe and inclusive learning environment that continues to nurture and accept everyone so all students, families, and staff members feel valued and respected within our schools. The councils will be regularly updated on the progress of the goals and will be given the opportunity to provide feedback on the development of the FY26 budget.

The School Improvement Plan for each school is crafted by the School Council, encompassing objectives in curriculum, professional development, student achievement, parental and community involvement, school climate, and the maintenance of safe, secure facilities. The 2023-2026 School Improvement Plans for HOD and Freeman-Kennedy have received approval from the School Committee and are accessible on the district website.

### **Enrollment**

Enrollment data is reported to the Massachusetts Department of Elementary & Secondary Education (DESE) on October 1<sup>st</sup> every school year.

The following indicates the number of classes at each grade level, the average class size and the student enrollment in the Norfolk Public Schools on October 1, 2024, as reported to the Department of Education.

<b><u>Class Enrollment and Average Class Size</u></b>			
<b><u>Grade</u></b>	<b><u>#of Students</u></b>	<b><u># of Classes</u></b>	<b><u>Average Class Size</u></b>
<b>PK</b>	<b>60</b>	<b>4</b>	<b>15</b>
<b>K</b>	<b>136</b>	<b>7</b>	<b>19</b>
<b>1</b>	<b>169</b>	<b>9</b>	<b>19</b>
<b>2</b>	<b>119</b>	<b>6</b>	<b>20</b>
<b>3</b>	<b>143</b>	<b>7</b>	<b>20</b>
<b>4</b>	<b>166</b>	<b>8</b>	<b>21</b>
<b>5</b>	<b>131</b>	<b>6</b>	<b>22</b>
<b>6</b>	<b>135</b>	<b>6</b>	<b>23</b>
<b>(HOD only)</b>	<b>484</b>		
<b>(F-K only)</b>	<b>575</b>		
<b>Total Enrollment</b>	<b>1,059</b>		

### **Curriculum**

At Norfolk Public Schools, we are committed to fostering the success of every student through a proactive, data-driven approach that prioritizes academic and social-emotional growth. We are continuing to strengthen our Multi-Tiered System of Supports (MTSS) to ensure all students receive the tailored support they need to thrive. Our focus on implementing a high-quality, research-based English Language Arts program aims to enhance literacy instruction, support reading comprehension, vocabulary development and consistent learning progression across grade levels. We are also strengthening our social-emotional learning (SEL) program by incorporating Positive Behavioral Interventions and Supports (PBIS) strategies and programs such as iCARE in order to foster a positive school climate and teach essential life skills. Additionally, our expansion of STEM education emphasizes hands-on, collaborative, and problem-solving experiences that prepare students for future challenges. By aligning our efforts with best practices and targeted professional development, we strive to provide an inclusive and well-rounded education for every learner.

### **District MCAS Data 2023/2024 School Year**

#### **MCAS Overview: Science, ELA, and Mathematics**

The Next Generation MCAS serves as a tool to evaluate students' proficiency in learning from diverse sources, critical thinking, making connections, and articulating their thoughts clearly. MCAS is just one of several tools we use to evaluate student performance. This assessment is designed to measure students' abilities to learn from various sources, think critically, and make connections. It provides a snapshot of our district's performance, offering valuable data that helps us reflect on the effectiveness of our educational practices. When comparing this year's results to previous years, it is important to note that due to the pandemic and changes to the testing format, we have only three years of comparable data—2022, 2023, and 2024. Along with other district-specific data, the MCAS results enable us to plan our next steps and ensure that students who may need extra support and enrichment are adequately provided for. This comprehensive approach helps us tailor our teaching strategies to better meet the needs of all our students.

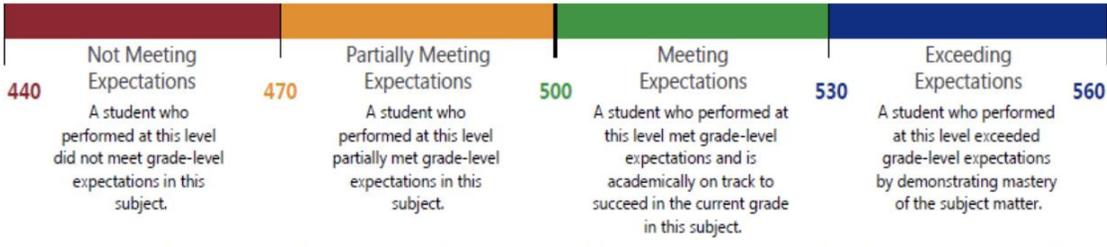
Below is a broad summary of the information presented.

### Academic Areas Covered

1. **ELA:**
  - Our students continue to outperform the state, although we still have focus areas for improvement. Our data has been flat overall, although when looking at specific skills, some areas have shown strong improvement. Strengths were noted in reading conventions and language analysis, with ongoing focus areas in writing and vocabulary usage across grades 3 to 6.
2. **Math:**
  - Our students continue to outperform the state. Math has seen an upward trend since last year with stronger performance in areas such as ratios, proportional thinking, and number operations. Focus for improvements are in statistics, probability, and geometry across different grades.
3. **Science & Technology - Grade 5:**
  - NPS students showed strengths in life and physical sciences. The district is working to strengthen student achievement in the domains of technology and engineering.

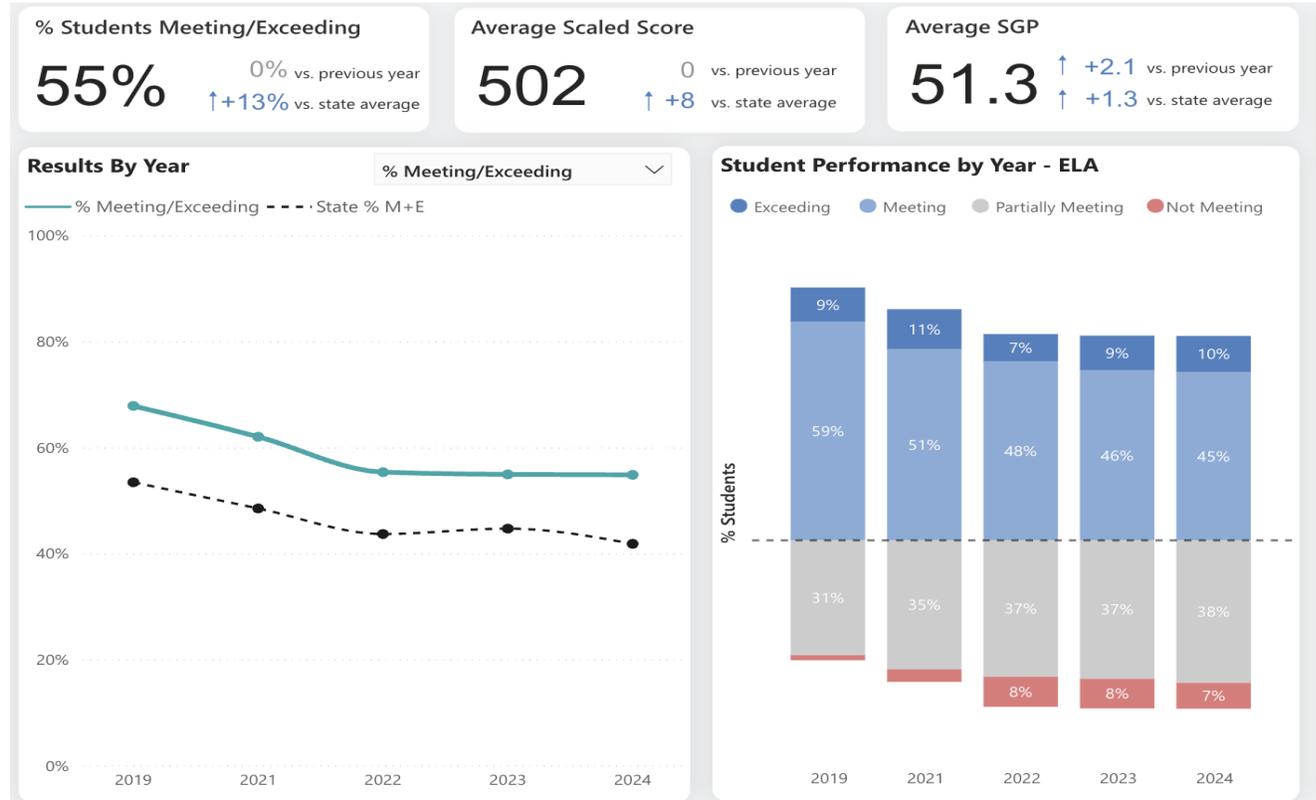
### MCAS Results: Science, ELA, and Mathematics

The MCAS metric is divided into four achievement levels, which are shown in the graphic below.

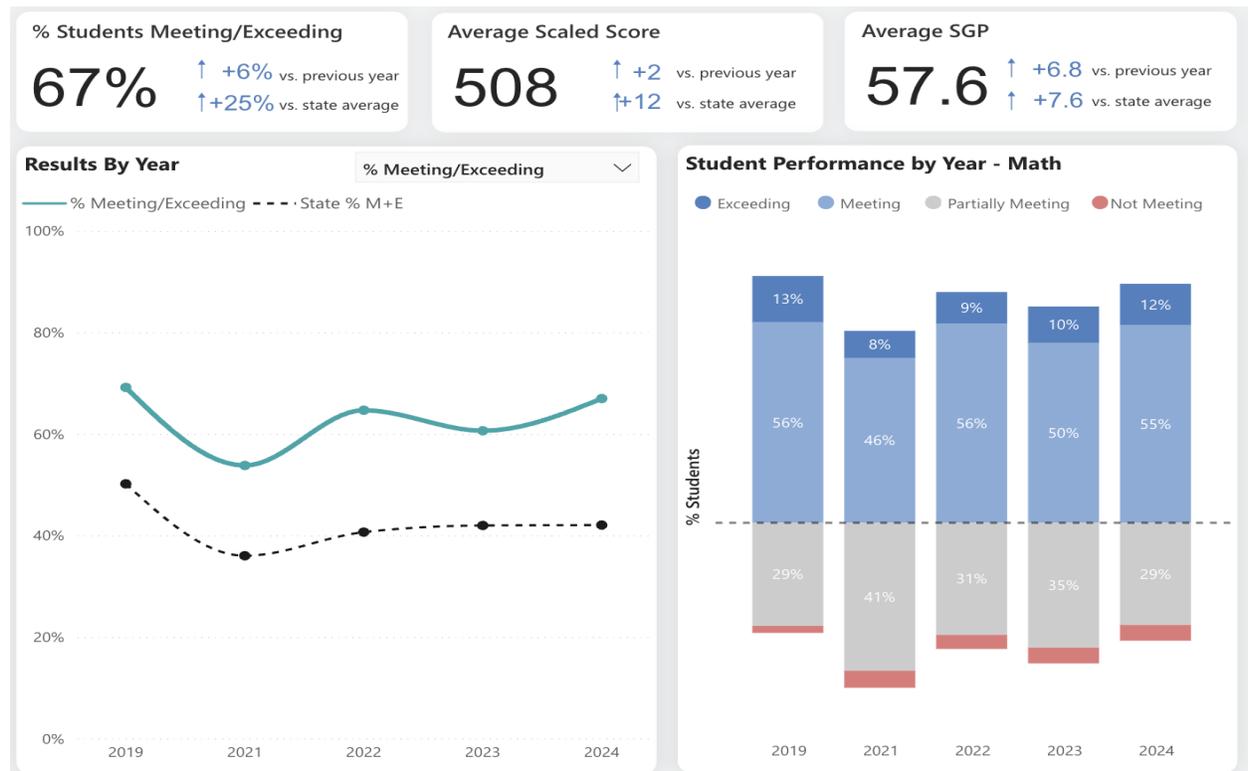


The average scaled score provides a summary of a group of students' overall performance, with a higher score indicating a higher level of achievement and proficiency in the tested subject. The scale is designed to allow for consistent comparisons of performance across different administrations and student populations. As the data below indicates, the majority of our students score in the Meeting Expectation category in math, ELA and science.

## ELA - All Students in Grades 3-6

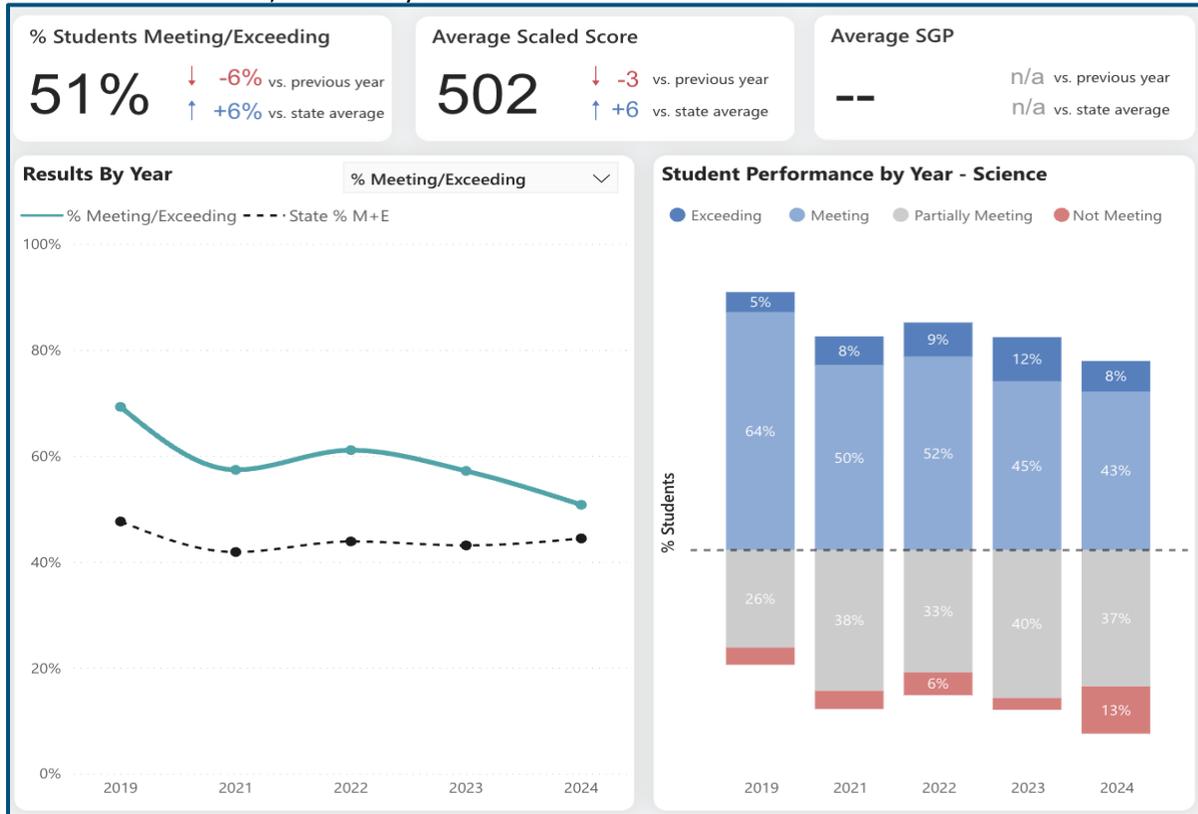


## Math - All Students in Grades 3-6



## Science - Only Tested in Grade 5

SGP data not available; need two years of data to determine.



**Next Steps:** We are actively analyzing assessment data to better support students' academic achievement. Our Multi-Tiered System of Supports (MTSS) provides a tiered framework tailored to individual student needs, including specialized plans for students struggling to meet grade level expectations. Universally designed lessons ensure equitable access, while the refined Norfolk Educational Support Team (NEST) process enables timely and consistent support. Monthly grade-level data meetings leverage screeners and district assessments to create action plans for students who need support. While recently adopted, the "Into Reading" and "Into Literature" programs are showing encouraging results, fostering reading comprehension and vocabulary development with vertically aligned learning. Our ongoing mathematics resource review aims to strengthen foundational skills and critical thinking. Additionally, we have launched Engineering Units for grades 2 and 3, developed by the Museum of Science, as part of our STEM education initiatives, emphasizing hands-on, collaborative learning. Detailed insights into these results are accessible via a Google Slide presentation, which is available on the district's Curriculum Page website. Additionally, those interested in a more in-depth review can watch the recorded presentation on Norfolk Cable TV.

Respectfully submitted,  
 Victoria M. Saldana  
 Assistant Superintendent of Curriculum, Assessment, and Instruction

## Special Education Department

The Special Education Department had a productive school year. Accomplishments included continuing to develop and strengthen specific programming to address varying types of disabilities. The department continued to focus on identification, assessment, and instructional methods related to specific learning disabilities in the areas of reading and writing and has assisted us with meeting our state guidance around identification and implementation of a literacy screening tool (dyslexia screener) for grades K-6. We strive to stay current in the area of social/emotional/behavioral health learning by structuring professional development for all staff including teachers, related service providers, mental health staff, and instructional

assistants regarding working with students with anxiety, hearing loss, and executive functioning challenges. We continue to support district initiatives such as implementing a universal social/emotional learning curriculum, strengthening culturally proficient practice, and creating inclusive learning environments by embracing diversity, equity, and inclusion. The district continues to provide physical restraint training as mandated by DESE using a program titled "Safety Care." All staff working in our social/emotional/behavioral health programs have been trained in this approach. The Special Education Department continues to review programs for academic resource rooms and language-based programming, in order to implement research-based curriculum and methods in the areas of reading, writing, and math. Norfolk has actively pursued sharing resources with Plainville and Wrentham and successfully cost shares several services and professional development. We have worked collaboratively with King Philip Regional Middle School to align the continuum of services we provide for students with autism. Our licensed social worker/family success partner supports families in the acquisition of resources and services beyond the school day. Finally, the district continues to be proud of its co-teaching efforts between general and special education teams to increase our students' ability to access the curriculum in a meaningful way, within the general education setting, to the greatest degree possible. This supports the philosophical underpinnings of inclusion practices in preschool through grade 6.

The Norfolk Public Schools Special Education Department runs multiple specialized programs. Housed at the H. Olive Day School is a preschool program in its thirteenth year of implementation. This initiative has increased preschool options and provides early intervention services for students starting at the age of three years. Our preschool options include a two or three-day program for 3-year-olds, a five day/half-day program for 3 and 4-year-olds, a half-day program for 4-year-olds, a full-day preschool classroom for 4-year-olds, and a substantially separate preschool classroom for students with a higher level of developmental delays, as well as students on the autism spectrum.

Another specialized resource room, for grades K-2, provides a continuum of services for students with behavioral health, social, and emotional disabilities. The district offers an academic support classroom as a component of this program. Finally, the language-based continuum of services continues to provide services for our grade 2 students.

Housed within the Freeman-Kennedy School for students in grades 3-6 are three specific programs. In its twelfth year of implementation is a specialized resource program which provides services to in-district students diagnosed with social, emotional, and behavioral health needs. The district continues to offer an academic support classroom as a component of this program. The Language-Based program has two classrooms, grades 3 and 4 and grades 5 and 6. It has existed at the Freeman-Kennedy School for fifteen years. This program is designed to provide specially designed instruction like Wilson Reading System and Project READ and uses research-based curriculum like Making Meaning and Empowering Writers for students diagnosed with language-based learning disabilities or for those students who require language-based learning strategies in order to access the curriculum. In its fifth year of implementation, the Freeman-Kennedy houses a substantially separate classroom for students on the autism spectrum and for students with global developmental delays in grades 3-6. This is an extension of our sub-separate program at HOD and provides a continuum of services for students. Across the district, grades PreK-6, general programming for students on the autism spectrum is overseen by a Board-Certified Behavior Analyst/Moderate Special Education Teacher and is based on the principles of Applied Behavior Analysis (ABA) Programming.

Finally, the district continues to offer strong traditional academic resource support for students who need either inclusion or pullout instruction in grades K-6. All of our academic teachers have certification in the Wilson methodology.

In order to address more significant social/emotional school community needs, each building has a Mental Health Team composed of educators and mental health staff. These teams meet once or twice a month and problem solve and plan for more significant student needs. These teams have participated in multiple professional development experiences such as collaborative and proactive solutions by Dr. Ross Greene, mindfulness strategies, training in cognitive behavioral therapy, childhood trauma training by Dr. Jessica

Griffin, supporting young children with anxiety by Dr. Nadja Reilly, Social Thinking Training by Nancy Clement, and the SCERTS Model by Dr. Barry Prizant.

We have hired several consultants and have developed working relationships with several organizations such as the Perkins School for the Blind and the Clarke School for the Deaf to support and enhance our special education programming in the areas of vision/orientation and mobility. The district contracts for services with a teacher of the hearing impaired, an augmentative communication specialist, an audiologist, and a music therapist.

The average state percentage of students receiving special education services is 17% and aligns with the Norfolk Public School's average.

This fall the Special Educational Parent Advisory Council (SEPAC) hosted a very successful 10th annual Halloween Trunk or Treat for students and their families at the H. Olive Day School. The SEPAC organization has provided numerous presentations to the community by Norfolk Public Schools' special education staff and outside presenters. Topics have included: IEP development, special education basic rights, 504 eligibility, understanding executive functioning, food sensitivities and gut health, Nutrition Essentials, ADHD essentials, offerings by the Federation including topics such as Bullying Prevention, and a nine-hour Social Skills Training by Dr. Carolyn Kuehnel, Ph.D. The SEPAC co-chairs and board run monthly meetings, providing ongoing support and education to parents. The SEPAC continues to support the implementation of a district initiative in order to educate the school community about disabilities called the iCare Program. The SEPAC publishes regular communication through different platforms to provide information to all families in the district.

I am especially proud of the accomplishments of our hardworking staff and parents who continually support the needs of our students. I continue to observe an unprecedented level of collaboration and partnership between home and school. Teams continue to work together to educate students to best meet their educational needs. This has allowed us to serve our learning community at exemplary levels. Job well done!

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

### **Technology**

Norfolk Public Schools (NPS) inspires, engages, and empowers learners to actively use technology resources to question, collaborate and extend their learning beyond the classroom walls. Through child-led inquiry, analysis, creating and sharing, students develop the skills necessary to thrive in a connected global environment.

The NPS Technology Department supports all technology for the District Central Office, the H. Olive Day and Freeman-Kennedy Schools.

Technology is integrated into all aspects of operations within our two schools. The technology department supports a wide variety of systems which includes the security and surveillance system, phone systems, PA systems, copiers and printers, servers, firewall, switches, and access points. In addition, the technology department supports and maintains software for Human Resources, the Business Office, Food Services, Transportation and over 30 programs that support our curriculum. Technology is infused in every aspect of Norfolk Public Schools.

### **Technology Goals**

The Norfolk Public Schools is committed to providing a safe and secure learning environment for all students. To this end, we will continue to invest in technology infrastructure and cybersecurity measures.

In the upcoming fiscal year, we will prioritize two key areas: enhancing emergency communication systems and establishing a Technology Steering Committee.

Our district recognizes the importance of robust cybersecurity and will expand upon our existing security measures. We will continue to implement multi-factor authentication and deploy advanced security solutions like Jamf Protect. These initiatives will safeguard our network and data, mitigating potential threats and ensuring the privacy of our students and staff.

To further strengthen our district's operations, we will upgrade our emergency communication system. This investment will improve our ability to respond effectively to crises, disseminate critical information, and coordinate emergency procedures.

Additionally, we will form a Technology Steering Committee to provide strategic guidance on technology initiatives. This committee will focus on critical issues such as student screen time, artificial intelligence, technology curriculum integration, and enhanced communication strategies. By actively engaging stakeholders, we aim to optimize the use of technology to support student learning and district operations.

Respectfully submitted,  
Trish Kelley, Director of Technology

### **Buildings and Grounds: Schools**

#### **Improvement projects at the H. Olive Day School include:**

- Several repairs were completed on the exterior stairways and railings to address safety issues. In some areas the stair treads were loose and broken which presented a safety hazard. The old treads were removed, and new treads were installed to ensure stability. Additionally, there were a few areas with broken railings and missing rails. These railings were removed, repaired, and reinstalled. For select railings that required additional support, parts were fabricated and welded.
- Last winter, the generator ran out of fuel during a power outage. Upon investigation, it was discovered that the fuel pump was not connected to emergency power causing the generator to deplete its fuel supply. To resolve this, new wires were installed to connect the fuel pump to the emergency power panel. Additionally, the Building Management System (BMS) was connected to emergency power to help maintain temperatures during future power failures.
- The playground had several seams pulling apart and larger tears in the matting. Using leftover stock from previous repairs, patching and repairing was completed in several areas to improve the safety and functionality of the surface.

#### **Improvement projects at the Freeman-Kennedy School include:**

- During a state boiler and pressure vessel inspection, discrepancies were noted with the water heater. It failed the inspection due to faulty relief valves. The valves were subsequently replaced, and the corrective actions were forwarded to the state to demonstrate code compliance.
- Several areas of the poured-in-place playground surfacing were badly damaged with large holes and tears. Repairs were conducted in those areas in preparation for the school year.
- Several areas throughout the building had cracked and damaged floor tiles. The damaged tiles were removed, the areas were cleaned out, and new tiles were installed.
- Extensive repairs and preventative maintenance were conducted on the air handlers and chiller. Some units required new parts, and adjustments were made to the BMS software. Additionally, a service contract was established to upgrade the BMS software and provide regular service visits throughout the year.
- An area of the domestic hot water line in the kitchen developed a pinhole leak that gradually worsened over the years. Several feet of piping were repaired, new shutoff valves were installed, and insulation was added.
- Installed a water filtration system and implemented a water treatment plan for the HVAC system. The filtration system is designed to extend the lifespan of piping and HVAC mechanical components

- by reducing the accumulation of harmful minerals within the system.
- Through state funding, a designated classroom was renovated to create new offices for the special education department. The project included the installation of new walls, painting, and electrical.
- As part of a capital project, repairs were made to the exterior wall of the gym due to noticeable separation of the facade from other sections of the wall. A thorough investigation revealed water intrusion as the cause of the separation. The affected blocks were carefully removed, the vapor barrier was repaired and sealed, and the facade was reassembled and sealed to prevent future issues.

**District-wide improvements include:**

- New security measures were implemented to enhance emergency services for both schools. The new application, Caliber First Alert, is a mobile app available for iOS and Android smartphones. With just a tap of a button, this app allows users to alert a 911 dispatcher of an emergency at their location. Caliber First Alert connects directly to the 911 center, creating an incident in the dispatch center's call-taking system upon activation.

A preventative maintenance plan is in place for all mechanical devices district wide. All cleaning products continue to be safe, non-toxic products district wide. We continue safety training for all custodial staff. In place is a district-wide web-based work order and management system.

Respectfully submitted,  
Matt Malneritch, Director of Facilities

**School Age Child Care (SACC)**

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

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

The SACC program provides care to over 130 students in the before and after-school programs.

Respectfully submitted,  
Toni Marie Davis-Squires, Program Director

## **PUBLIC LIBRARY**

The Norfolk Public Library serves everyone in the community by offering a wide variety of free services and programs to patrons of all ages. In 2024 the library did not experience any extended closures or significant challenges to operations. We checked out 108,007 physical items and 30,619 digital items, and held 512 programs which were attended by 10,670 patrons.

Digital and virtual offerings continue to be popular, and the library has added additional resources through Libby to meet this demand. These included: Craftsy, with over 1,400 in-depth instructional video classes covering 20 different creative passions; Qello Concerts, with thousands of concert films and documentaries; and The Great Courses, with over 250 unique courses led by the world's top experts, covering a broad range of subjects such as science, mathematics, philosophy, history, literature, fine arts and music, travel, business, and personal development. The Friends of the Library were able to reallocate funds to these resources after transitioning away from Hoopla, which had become prohibitively expensive. In addition, NPL has partnered with the Library Speakers Consortium to provide live, virtual author talks from major players in the literary world.

Library staff organized a variety of in-person and virtual programs for patrons of all ages in 2024. Programs throughout the year included: scavenger hunts, drop-in crafts, trivia, paint nights for kids, technology help sessions, a multitude of arts and crafts programs for all ages, book groups for all ages and interests, knitting and crocheting, monthly book subscription boxes for kids, teens, and adults, a tea blending workshop, glow-in-the-dark mini golf inside the library, take and make kits, and many more.

Summer Reading was another success and has seen increased participation year after year. In 2024 we had 580 registered participants; 107 aged 0-5 years, 297 aged 6-11 years, 40 aged 12-18 years, and 136 aged 19+.

We partnered with several Town departments, community organizations, and local businesses throughout the year to augment programming. Some examples of this were: Tunes for Tots concerts with the Recreation Department, virtual and in-person gaming programs with One Up Games, a service dog reading program with Therapy Dogs United, NARCAN safety training with SAFE Coalition, and a tea blending workshop and Library Speakers Consortium presentations with the Council on Aging.

The library is a passport acceptance facility and has five passport agents on staff to process passport applications for both adults and minors. During 2024, the library processed 1,029 passport applications, continuing to climb since 2023's 918 passports, and generating \$25,725 for the town.

The Community Room hosted a variety of wonderful exhibits from local groups and artists. Some highlights include the annual photography exhibit from the Stony Brook Camera Club, the Wrentham Art Group, the Cactus and Succulent Society of Massachusetts' Annual Show and Festival, artist Paul Olsen, Coastal Mountain Railroad scale model trains, and a display from the library's regular watercolor group.

2024 also saw some significant personnel changes at the library. Associate Director Courtney Allen moved out of state in June and was replaced by Adam Hommeyer, formerly a Technical Services Librarian at NPL. Adam brings a background in finance and non-profit management, as well as an enthusiasm for literacy and the Town of Norfolk, to the role. Additionally, Programming Coordinator Kate Aucella departed the library at the end of October. Her role has been combined with the open part-time Children's Librarian position to create a single, full-time opening. This restructuring will allow the library to attract stronger candidates for the long term and additionally, reduces the number of hours and benefits that would have been paid out to the two part-time positions, thus creating a savings for the Town.

NPL Fact Sheet for 2024:

Collection size	136,311
Circulation	102,180 Physical items 26,548 eBooks, Downloadable Audio & Video
Staff	4 Full-time/9 Part-time
Patrons with library cards	5,662
Interlibrary Loans	20,595 sent 13,616 received
Library visits	62,984
Library sponsored programs	720
Attendance in programs	7,299
Volunteers	20 volunteers 798 volunteer hours
Meeting room reservations by community groups	492
Passport applications accepted	1,029
Computer sessions	2,028

We would like to sincerely thank our Friends group for all that they do to enhance library services in Norfolk. The Friends of the Norfolk Public Library is a private, non-profit organization that supports the library by providing materials, programs, and services not funded by the library's normal operating budget. The Friends group, led by President Nanci Murphy, is staffed entirely by a team of enthusiastic, devoted volunteers. In 2024, as in years past, the Friends sponsored the majority of the programs at NPL, including, but not limited to: 2024 Summer Reading Program, preschool sing-alongs with Jennifer Tefft, Read It & Eat It, video game tournaments with One Up Games, Noon Year's Eve, Glow Golf, author talks with Ted Reinstein and Mike Tougias, and the wildly popular scavenger hunts. The Friends also funded many of our museum passes, including the Boston Children's Museum, New England Aquarium, Southwick Zoo, Museum of Fine Arts, Museum of Science, Isabella Stewart Gardner Museum, New England Botanic Garden at Tower Hill, Roger Williams Park Zoo, DCR Parks passes, Providence Children's Museum, and Winter Skate at Patriot Place.

We are extremely grateful for our outstanding library volunteers of all ages who dedicate their time and talent throughout the year. Our volunteers perform a wide variety of tasks and their services are vital to the daily operations of the library. In 2024, 20 volunteers donated 798 hours of their time. Their contribution is invaluable, and we sincerely appreciate their commitment and hard work.

The Norfolk Public Library remains a valuable resource for the town and strives to be the community hub where residents' educational, informational, and recreational needs are met. The Board of Library Trustees and the staff would like to thank everyone in the community for their continued support. We hope that you will visit us and discover all that the library has to offer in 2025.

Respectfully submitted,

Sarah Ward, Library Director

Board of Library Trustees  
Ken Nelson, Chair  
Jennifer Oliver, Clerk  
Brian Beachkofski, Member

**PUBLIC LIBRARY**

**LIBRARY DIRECTOR**

Sarah Ward

**ASSOCIATE DIRECTOR**

Adam Hommeyer

**SENIOR YOUTH SERVICES LIBRARIAN**

Allison Riendeau

**INFORMATION SYSTEMS ADMINISTRATOR**

David Sok

**TECHNICAL SERVICES**

Sarah Durand

**CIRCULATION SUPERVISOR**

Carolyn Iacoviello

**LIBRARY ASSOCIATES**

Roberta Boudreau

Elaine Burke

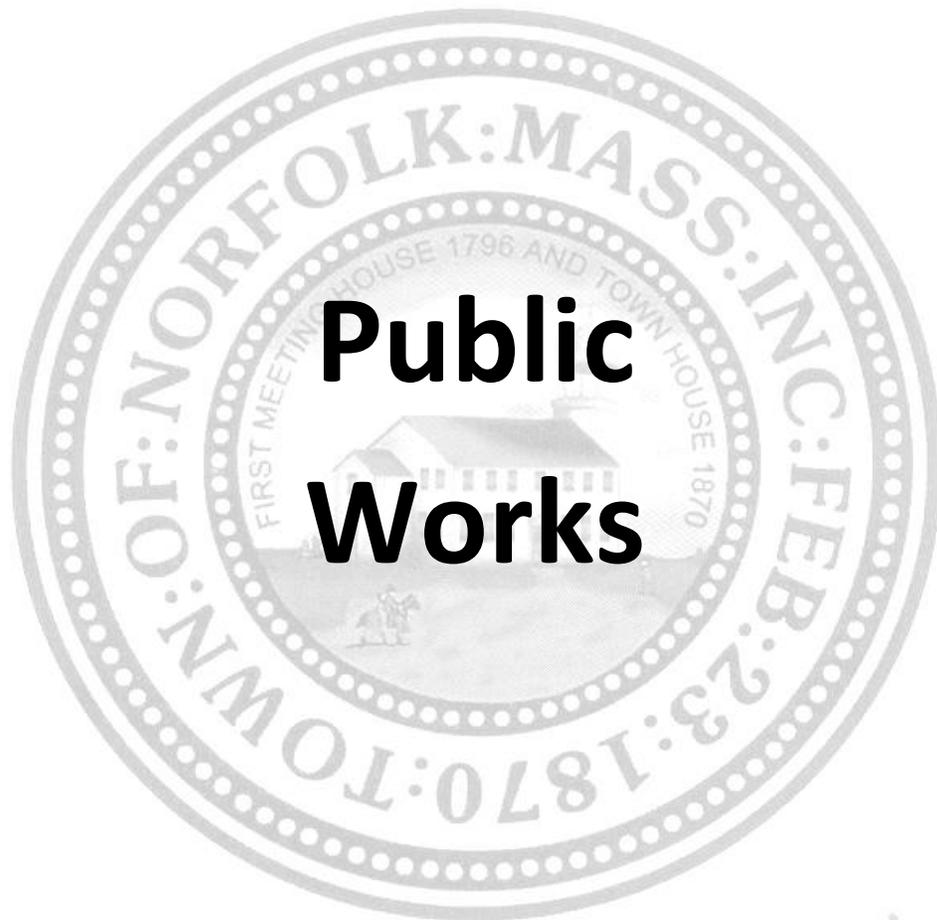
Carol Mon

Mary Murphy

Grace Proulx

Donna Reynolds

Alice Talerman



## **DEPARTMENT OF PUBLIC WORKS**

The primary function of the Norfolk Department of Public Works (DPW) is to provide exceptional municipal services for Norfolk's citizens, businesses, institutions and visitors through sound management, innovation and teamwork. The Norfolk DPW is dedicated to efficiently and effectively maintaining and preserving the infrastructure of the town in the most cost effective and environmentally conscious manner possible.

The Norfolk DPW provides a wide range of services to the residents of Norfolk. These services include snow and ice removal, stormwater drainage, water supply and distribution, waste water collection and pumping, vehicle fleet maintenance, maintenance and improvement of roads, maintenance of public properties, cemeteries, parks, recreation facilities, and operation of the transfer station for refuse and recycling.

### **Overview**

2024 was a year allowing the department to continue improvements on our infrastructure as the pandemic gets farther away and materials became easier to obtain. This year was again a very busy year at the Norfolk DPW with the continued implementation of the roadside mowing program over the summer, annual street sweeping (now twice a year), and a variety of road paving/sidewalk maintenance work to name a few.

### **Highway Division**

The Highway Division is responsible for roadway paving and maintenance, street sweeping, roadside maintenance within the right of way, repair of stormwater infrastructure, street and regulatory sign installation and repair, pavement markings, sidewalks, and tree removal. This division is responsible for the maintenance and repair of over 77 miles of paved and gravel roadways, 40 miles of sidewalk, 3,500+ stormwater structures, 1,000 signs and 66 miles of roadway striping. The Highway Division is also responsible for snow and ice events, with support from all other DPW divisions, and is funded through the General Fund. Projects are funded through Capital Projects, Chapter 90, grants and bonds from private developers.

The Highway Division completed the milling and paving of 3.44 miles of Town roads along with the crack sealing of 3.81 miles of Town roads. The DPW was also able to complete the installation and repair of 4,700 feet of sidewalks on Village Green, Cleveland Street, and Stanhope Drive.

Roads paved and other projects completed this year are as follows:

- Rockwood Road/Route 115 (various sections)
- Medway Street (various sections)
- Village Green (paving & sidewalk replacement)
- Stanhope Drive (paving & sidewalk replacement)
- Lawrence Street (various sections)
- Roadway Crack Sealing Program was done again this year to extend the life of existing asphalt throughout town. A total of 3.8 miles of roadway was crack sealed.
- Roadway Sweeping - All streets were swept following winter activities and throughout the summer.
- Roadside Maintenance - Asphalt curb and sidewalks were repaired from winter activities.
- Roadside Maintenance - Brush clearing and our line of sight program continued through the year.
- Stormwater Infrastructure - Repairs were initiated and continued through the year on over 87 culverts, catch basins, and manholes and over 2,000 catch basins were cleaned.
- Street and Regulatory Sign Installation/Repair - Repairs were initiated and have continued through the past year.
- Pavement Markings - Line striping, crosswalks, stop bars and directional arrows were painted as needed.

### **Dead and Hazardous Tree Removal Program**

The DPW continued its partnership with Eversource on its Vegetation Management plan for yet another year. As part of their scheduled maintenance and pruning, Eversource agreed to assist the Town with dead and hazardous tree removal once again this year. The combined gypsy moth caterpillar devastation and seasonal drought over the last few years has caused severe mortality to the White Oak and hardwood population throughout the town. Combined efforts between Eversource and the DPW have allowed approximately 170 dead and hazardous trees to be removed over 77 miles of our roadways. With the success of this program, we plan to continue our partnership with Eversource to minimize the impact of unhealthy trees on our electrical infrastructure and appreciate their assistance in keeping our tree budget as lean as possible.

### **Vehicle Maintenance Division**

The Vehicle Maintenance Division is responsible for the repair and maintenance of the Town-owned fleet consisting of 70 vehicles and 100 pieces of equipment. This division oversees the repair and maintenance of vehicles for Police, Fire, DPW, Building Department, Council on Aging, Animal Control, Town Hall Administrative, Facilities Maintenance, Recreation, and Schools. The division is also responsible for fuel storage, fuel dispensing, and annual testing and certification of the Town's fuel system. They also play a crucial role in snow and ice operations.

The Vehicle Maintenance Division is funded through the General Fund. The Vehicle Maintenance Division, in compliance with the Capital Outlay Committee's request, created a 15-year vehicle replacement program for all Town-owned vehicles which projects a definitive five-year funding requirement and projected 10-year estimate. This program is updated annually. This replacement program would allow the Town to manage the fleet in a cost-effective manner and would reflect a savings in vehicle maintenance expenses. When the annual funding for this program is interrupted, equipment is not replaced as designed. As a result, maintenance expenses increase and equipment dependability becomes an issue. As we move forward, we will continue to evaluate the Town's fleet and create cost-effective consolidation to reduce major repair costs and maintain a quality fleet of service vehicles.

### **Grounds Maintenance/Cemetery Division**

This division is responsible for the rehabilitation, construction and maintenance of over 50 acres of recreational field space including athletic fields, parks, seventeen memorials, two cemeteries, municipal green spaces, school grounds and assists in snow and ice removal. The division is also responsible for brush/tree trimming, tree removal, and tree emergencies. In addition, the grounds division oversees the installation of all holiday decorations in the town's center including lights, flags and wreaths. The Grounds Maintenance/Cemetery Division is funded through three sources. Materials and supplies for recreational field space are funded through a user fee collected by the Recreation Commission. Cemetery maintenance costs are defrayed through sales of graves, fees for burials, and interest from the perpetual fund. Municipal services are funded through the General Fund.

The division manages and maintains the two Town-owned cemeteries (Norfolk Cemetery and Pondville Cemetery), including the sale of lots and burial services. In 2024 there were 14 burials and 15 cremation burials and the sale of 20 lots including 6 veteran lots.

### **Water Division**

The Water Division is responsible for operation and maintenance of the Town-owned water system, and delivery of potable water to its customers. The system consists of 680 hydrants, 76 miles of water main, 2,823 services, 3 supply wells, and 2 one-million-gallon storage tanks. The division staff along with its water operations consultant, WhiteWater Inc., maintains the town's wells, pumping stations and storage tanks to meet state and federal standards. The department continually monitors water quality, performs customer water service line inspections, performs required backflow testing, and maintains water meters/transmitters. The division is self-supporting and fees from water revenues are managed through an Enterprise Fund for construction, maintenance, and new source development.

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

- Village Green and Stanhope watermain replacement project completed.
- Continued to conduct our complete hydrant maintenance program. This program includes a technical inspection of fire hydrants, repairs, painting, and attaching location flags.
- Pump station maintenance included painting of station interiors and maintenance of properties at all of the water department locations throughout town.
- Continued the challenge of reducing and minimizing unaccounted for water by locating and repairing leaks in the water mains and services, and promoting resource protection and conservation.
- Tested and replaced faulty water meters as required.
- Performed hydrant flushing this year to ensure adequate water flow is available to firefighters, residents and businesses and to help maintain the town’s water clarity and quality by clearing iron and mineral deposits from the water mains.
- Managed leak detection, backflow testing, master meter testing, generator testing, and contract operations of the pump stations.

**WATER SERVICE INFORMATION**

	<u>2023</u>	<u>2024</u>
Total water services	2,771	2,823
Total gallons pumped	161,091,970	168,386,006
Total gallons purchased from outside sources	0	0
Average gallons pumped per day	441,348	461,332
Average annual gallons used per service	58,135	59,648
Average gallons used per service per day	159	163
Total water bill and betterment revenue	\$2,336,777	\$2,209,081

The Department of Public Works is committed to providing our customers with water that meets or surpasses all state and federal drinking water standards.

**Waste Water Division**

The Waste Water Division is responsible for operation and maintenance of the Town-owned sewer system located on Meeting House Road that supports several businesses on Liberty Lane and the townhomes on Meeting House Road. The Waste Water Division staff along with its waste water operations consultant, WhiteWater Inc., operates the Waste Water Treatment Facility (WWTF) to meet state and federal standards. The division is partially self-supporting through fees from sewer revenues managed through an Enterprise Fund for construction, maintenance, and repair of waste water infrastructure.

**Solid Waste Division**

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

The Solid Waste Division is continually working with the Department of Environmental Protection (which is very impressed with our source separating program and facility layout) to acquire grants to help fund upgrades. Pursuant to the Recycling Dividend Program (RDP) contract with MassDEP, the Town earned a payment of \$3,850.

This year completed three full calendar years since the colored bag program was first installed, and it continues to be a success. The Town is billed for the amount of household waste that we haul out of town by weight and with the colored town bags having a maximum capacity of 35 lbs., we have found that the bag revenues are more in line with what it costs to dispose of this material.

All of the figures in this report relate to the calendar year January 1, 2024, through December 31, 2024. The Transfer Station was open to Norfolk residents on Wednesdays and Saturdays from January 1, 2024, through December 31, 2024. The total number of operating days in 2024 was 104.

**SOLID WASTE INFORMATION**

**Non-Recyclable Waste\***

Total compacted waste**	404	tons
Total bulky waste	263	tons
Total non-recyclable waste	667	tons
Daily average	6.4	tons

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

\*\*The 404 tons of compacted waste represent 23,086 bags of household waste.

**Recyclable Waste**

Newspaper & Mixed Paper	51	tons
Corrugated Cardboard	102	tons
Plastics (#1-#7)	52	tons
Metal (white goods & metal cans)	92	tons
Tires	3	tons
Glass (white & colored)	28	tons
CMRK Clothing, Textiles, and & Household Items	23	tons
Asphalt Millings (sold)	410	tons
Woodchips (sold)	66	tons
Compost (sold)	142	tons
Total Recyclable Waste	969	tons
Daily Average	9.2	tons

**Recycling Rate**

Total recyclable plus total non-recyclable waste is 1,636 tons. This figure achieves a recycling rate of 59% (before accounting for hazardous waste).

In closing this year’s annual report, I would like to take this opportunity to offer a special note of thanks to all Town departments, boards, commissions, committees, and residents for their continued support and commitment in working with the Department of Public Works to provide exceptional municipal services to Norfolk’s citizens, businesses, institutions, and visitors.

Respectfully submitted,

Blair J. Crane  
Director of Public Works

**DEPARTMENT OF PUBLIC WORKS**

**DIRECTOR**

Blair J. Crane

**ASSISTANT DIRECTOR**

Barry Lariviere

**SUPERINTENDENT OF OPERATIONS**

Todd Erickson

**DIVISION FOREMEN**

Justin Laliberte

Joseph Lawlor

Allen Phinney

Wayne Walker

Martin White

**EXECUTIVE ASSISTANT**

Christine Tardanico

**STAFF**

Michael Bissanti

Richard Coe

Raymond Feeley

Nathan Fish

Sebastian Flood

Mark Furdon

Lauren Guden

Bradford Pelletier

Katie Salgado

Paul Yonker

**RESERVE STAFF**

Raymond Mullaney

Peter Riedel

## TREE WARDEN

This year has been a very busy year as the Town's Tree Warden. During 2024, I was able to continue a number of excellent programs and to meet a lot of new residents with regard to the environment and the town's public shade trees in a wide variety of ways.

Early 2024 continued to see a younger generation of Norfolk residents get involved in arboriculture as students of all ages continue to reach out to me with questions and thoughts. I am grateful for the opportunity to help educate these enthusiastic pupils and look forward to more in 2025.

In late April, I was able to facilitate the third annual tree seedling giveaway on Arbor Day, which happened to be the Shagbark Hickory tree this year. The 200 seedlings were, once again, highly anticipated by residents, and they were very excited for this program. This program continues to grow each year with over 500 seedlings planted in the past three years.

As has become a town tradition, we were able to hold Arbor Day tree plantings on April 26<sup>th</sup> in Norfolk Cemetery. For the third consecutive year, we were able to plant new trees at no cost to the town with a donation of trees from Eversource Energy. They continue to be great partners in working with the town, and I am grateful for their continued support.

Early June weather afforded the opportunity to plant a 10' tree, donated by an anonymous resident, which we planted on Town Hill for all to enjoy. Planting trees through town is always eventful, but planting memorial trees will always have a special place in our program.

I would also like to take this opportunity to recognize Deputy Tree Warden Barry Lariviere as he has completed his first full year in this role. Barry's enthusiasm in the field of arboriculture has been invaluable to the town and its residents as he assists me in the day-to-day operations of this office.

In closing this year's annual report, I would like to thank the Planning Board for their role in the tree hearing process as well as all of the boards, committees, and residents that work tirelessly to help us be proactive in the preservation and management of our public trees and forests here in Norfolk. As the climate continues to change, we will be kept busy in future years caring for the health and welfare of our trees coupled with efforts to minimize risks that trees may impose while maximizing their many benefits to us all.

Respectfully submitted,

Blair J. Crane, MQTW  
Norfolk Tree Warden  
Director of Public Works





## **BUILDINGS AND GROUNDS**

The Facilities Department is responsible for the maintenance and upkeep of town buildings and schools. The department provides services that support the functionality, safety, and sustainability of buildings, grounds, and infrastructure. The department maintains all of the parking lot lighting and has been assigned to fix street lighting controls. The department oversees some repair projects involving sidewalks, curbing, and retaining walls around town buildings and schools. Facilities staff also manages mulching, pruning, and weeding of school grounds and occasionally aerates and seeds select areas. School playground and fencing repairs are the department's responsibility as well. During the winter season, grounds maintenance consists of snow removal and the application of ice melt for sidewalks, stairs, and aprons at both schools.

### **Improvement Projects at Town Hall**

- Interior painting completed in several office areas, hallways, and stairwells to improve building aesthetics. Painting was accomplished in house by facility department staff.
- Worked with the recreation department and conducted renovations in one of the recreation rooms. A new wall was built to create a storage space to house equipment and materials.
- The old fire alarm panel was experiencing issues with sending false alarms, leading to expensive and hard-to-find parts and repairs. To ensure the safety of staff and the public, a new fire alarm panel was installed.

### **Improvement Projects at Norfolk Public Library**

- Assisted library personnel with installing new shelving and book displays to create a new area to present library materials.
- Through a capital project, a new boiler was installed. One of the old boilers was unrepairable due to its age and the availability of parts. The old boiler was removed and replaced with a new energy efficient condensing boiler.
- The boilers at the library were dual fuel (oil and natural gas). Oil has not been used at the library for several years to heat the building. The old oil tanks were removed due to concerns of corrosion and possible leaks.
- A water treatment plan was implemented for the HVAC system due to recurring problems with coils and pipes being clogged with heavy sediment. Testing revealed high levels of metals in the water. In response, a filtration system was installed, and the system was flushed to minimize sediment buildup and prevent corrosion.
- As part of a capital project, a nitrogen generator was installed for the dry sprinkler system. The new generator reduces water and oxygen buildup within the system, slowing corrosion, extending the lifespan of the piping, and helping to prevent water freeze-ups.

### **Improvement Projects at Council on Aging**

- Torn and broken window screens on the building were removed, repaired, and replaced.
- Repairs were made to the HVAC system to address drafts and cold spots in certain areas of the building. An investigation revealed that insulation needed replacement in specific locations, and portions of the ductwork were not functioning properly. Additionally, extensive preventative maintenance was performed on the air handlers and furnace to ensure optimal performance.

### **Improvement Projects at Department of Public Works**

- The eye wash station in the vehicle maintenance area failed to work and was deemed inoperable. A new safety eye wash station was purchased and installed to provide flushing in emergency situations.
- Several HVAC piping sections were repaired. There were sections of pipe that had corrosion and pinhole leaks as well as non-functioning valves.

- A small countertop was installed outside the office administration area to provide a convenient space for the public to sign documents and forms. Previously, patrons had to lean against the wall to complete paperwork.

#### **Improvement Projects at Norfolk Police Station**

- Several LED lighting panels in the sallyport were not functioning properly. After investigation, the LEDs were defective and needed to be replaced. Half of the existing lights were removed and replaced with new units.
- Due to new regulations and accreditations, the evidence room at the police station required additional security measures. A wire cage was purchased and installed inside of the room to further separate evidence.
- Oversaw and coordinated with Solect Energy on the installation of solar panels on the police station roof. The new photovoltaic system is designed to reduce energy usage. The system has been installed, connected, and is expected to go online by March.

Respectfully submitted,

Matt Malneritch  
Director of Facilities





# Planning & Development

## **BUILDING INSPECTIONAL/ZONING ENFORCEMENT**

The Building/Inspectional Department functions to protect the public health and safety by overseeing all aspects of building construction. We ensure public safety through compliance with all laws and related ordinances that pertain to the Massachusetts State Building Code; specifically, we encompass the administration of the State Building Code, Electrical Code, Plumbing and Gas Code, Mechanical Code and Architectural Access Board Regulations. This department is also responsible for the interpretation and enforcement of the Town's zoning bylaws.

The Electrical Inspector is responsible for wiring inspections at both residential and commercial properties for compliance with the Massachusetts Electrical Code, 527 CMR 12.00. Electrical inspections are also done at the Department of Correction properties located in Norfolk. There were more than 500 permits filed for the year 2024. We have had many permits for Solar PV installations over the last 10 years.

<b>Permits Calendar 2024</b>	<b>Permit Totals</b>	<b>Fees</b>
Commercial Annual	15	\$ 1,500.00
Commercial Existing	25	124,111.04
Commercial New	4	48,554.59
Electric Commercial	58	191,265.12
Electric Residential	521	62,725.00
Gas Commercial	5	875.00
Gas Residential	155	16,370.00
Sheet Metal Commercial	8	4,430.60
Sheet Metal Residential	228	49,975.00
Plumbing Commercial	10	2,265.00
Plumbing Residential	178	27,115.00
Residential Building Existing	493	190,538.50
Residential Building New	67	365,834.65
<b>Total</b>	<b>1,767</b>	<b>\$1,085,559.50</b>

### **BUILDING COMMISSIONER/ZONING ENFORCEMENT OFFICER**

Robert J. Bullock, Jr.

#### **ASSISTANT ZONING OFFICER**

Louis Allevato

#### **INSPECTOR OF WIRES**

Peter C. Diamond

#### **LOCAL INSPECTOR**

Louis Allevato

#### **ASSISTANT INSPECTOR OF WIRES**

Keith Carlson

#### **FENCE VIEWER**

Robert Bullock, Jr.

#### **INSPECTOR OF GAS FITTINGS AND PLUMBING INSPECTOR**

Paul Steeves

#### **ASSISTANT FENCE VIEWER**

Louis Allevato

#### **ASST. INSPECTOR OF GAS FITTINGS AND ASST. PLUMBING INSPECTOR**

Jerry Smolinsky

## **FIRE STATION BUILDING COMMITTEE**

The Fire Station Building Committee was formed in March 2021 with the goal of improving the living and working conditions of the Fire Department. The committee is currently comprised of four town residents, the Town Administrator, the Finance Director, and the Fire Chief. Since its formation, and in collaboration with the Owner's Project Manager (Vertex Companies) and Architect (Dore + Whittier), the committee has worked hard toward that goal and is pleased to report that 2024 was another exciting year!

Construction of the project continued at a steady pace throughout the year, including significant work on the building's interior that may not have been noticeable to residents passing by the facility. This included pouring the interior concrete slabs, erecting partition walls, running cabling and utilities, and installing HVAC equipment. The project hit a delay during the HVAC startup work, but that was resolved within about a month, and the delay has had no negative financial impact to the Town.

The fire department was able to move into the new facility this past fall and are thrilled with their new surroundings! They were happy to finally move out of the "temporary" trailer and into a more permanent residence. Once the department was moved into the new building, the existing building was demolished to clear room for final site work, plantings, and paving. However, some of the bricks from the demolished building were salvaged for an accent piece in the new facility as an homage to the years of service the original facility provided.

This spring, site work and plantings at the new facility will be completed and the site will finally be fully-functional. The committee is planning to have an official ribbon-cutting shortly after completion, so please stay tuned for that!

The committee continues to meet on a monthly basis and reviews the project status and budget. We are pleased to report that, as of this update, the project is on budget with only approximately 20% of the project contingency utilized (roughly 1% of construction cost) even though the project is 99% complete. This is an amazing achievement given the complexity of the project and testament to the hard work of the entire project team.

Following along with the project can be done in a few ways. The committee generally meets on the second Wednesday of each month and meetings can be attended in person at Town Hall or remotely via Zoom. Each meeting includes an OPM Report prepared by Vertex where the project status is discussed. Project status photos and videos are also available on the Town's website on the Fire Station Building Committee page at: [https://norfolk.ma.us/government/boards\\_committees/fire\\_station\\_building\\_committee/index.php](https://norfolk.ma.us/government/boards_committees/fire_station_building_committee/index.php).

The committee can also be reached for questions via email by using the "Contact Us" email link on the Fire Station Building Committee page. We hope to hear from you!

Respectfully submitted,

Fire Station Building Committee

## **PLANNING BOARD**

The Planning Board ensures compliance with Massachusetts General Law, Chapter 41, which requires that the public ways within a town are safe and adequate for pedestrian and vehicular access. The broader mission of the Planning Board is to provide guidance for the development of subdivisions and land usage within the town, using the following documents as a framework: Rules and Regulations for Subdivision of Land and Site Plan Approval, Special Permit Rules and Regulations, Zoning Bylaws, and the Town's Master Plan. The Board conducts regularly scheduled meetings and public hearings to (1) review site plans and modifications for residential open space developments, residential subdivisions, and commercial properties, (2) provide recommendations for the design and acceptance of public ways, (3) consider and draft amendments to the Town's Zoning Bylaws as they apply to land use and the related warrants, (4) consider amendments and warrants as they pertain to land use that are part of a citizen's petition, (5) grant waivers and issue specific special permits and approvals for open space and subdivision site plans, and (6) consider proposed changes to designated scenic roads and the impact to the existing trees or stone walls, which could potentially detract from the scenic appearance.

The 2024 Norfolk Planning Board consists of five volunteers who are elected for three-year staggered terms, and there is one associate member who is appointed by the Planning and Select Boards. The Planning Board held public meetings each month throughout the year, participated as needed in executive sessions, attended Advisory Committee, Select Board, and Town Meetings in support of warrant articles, and conducted numerous site reviews.

In 2024, the Planning Board reviewed and approved five Special Permits for the following projects: 71 Union Street (estate lot), Town of Norfolk (portable internally illuminate sign), 28 Union Street (addition of Dish wireless antennas to the existing wireless facility), 242 and 269 Dedham Street (internally illuminated signs). Additionally, Site Plans were reviewed and approved for new commercial buildings at 4 David Road, 9 and 11 Shire Drive, 4 Sharon Avenue, solar projects at Pond Street, 14 Sharon Avenue and 360 Main Street. The Planning Board also held two Scenic Road Act hearings and reviewed one ANR (Subdivision Approval Not Required) plan. The Board conducted ongoing project monitoring of various developments during their respective construction phases and used these activities for the approval of lot releases and to determine the setting, adjustment, and completion of bonds.

The majority of the engineering consulting services were performed by BETA Group, Inc. These services included peer review of development proposal plans and oversight of development construction to ensure compliance with Zoning Bylaws, Subdivision Regulations, approved plans, applicable State regulations, and consistency with general engineering practices.

Other Planning Board activities that occurred during 2024 included various meetings and workshops for the reuse of the Southwood Hospital property and adopting Norfolk's Master Plan. Norfolk Master Plan 2024 is a town-wide master planning process that will provide the basis for decision-making in Norfolk for the next ten years. The process allowed Norfolk community members to evaluate the town's strengths, identify issues and challenges, and envision the type of community Norfolk would like to be in the future. The Town worked with the Metropolitan Area Planning Council (MAPC) on the Master Plan project, which was guided by a steering committee comprised of Norfolk Planning Board members and other at-large members. The process was strengthened through engagement with Norfolk residents, business owners, and other stakeholders.

The Planning Board also refined specific language in the Town's Zoning Bylaws in order to comply with the State's new Housing Choice law, which requires that an MBTA community shall have at least one zoning district of reasonable size in which multi-family housing is permitted as of right and meets other criteria set forth in the statute, which was approved at the Annual Town Meeting. The Planning Board will support and defend the respective warrant articles at the next Town Meeting. Planning Board members

also volunteered and participated throughout the year on various committees to provide continuity across these related groups.

For further information about the Planning Board, please visit our web page at [https://norfolk.ma.us/government/boards\\_\\_\\_committees/planning\\_board/index.php](https://norfolk.ma.us/government/boards___committees/planning_board/index.php) or contact Town Planner Richard J. McCarthy or Executive Assistant Betsy Fijol.

Respectfully submitted,

Norfolk Planning Board  
Chad Peck, Chair, 2026  
Chris Montfort, Vice Chair, 2027  
Melissa Meo, Clerk, 2026  
Gary Sullivan, Member, 2025  
Eric Diamond, Member, 2025  
Gary Searle, Associate Member, 2025

## RECREATION COMMISSION

The mission of Norfolk Recreation is to enhance community spirit, health, and opportunity for residents by offering a diverse range of programs, free events, and well-maintained parks and playing fields. The Recreation Commission is a five-member elected board responsible for developing a long-term vision to address the recreational needs of the community. Day-to-day management of programs, field maintenance, and capital projects is handled by the Recreation Department, which consists of a full-time director, a program coordinator, and a part-time assistant.

Norfolk Recreation provides fee-based, self-sustaining programming for all age groups throughout the year. In 2024, the department increased its registrations to 6,600 which translated to over 36,000 class attendees. Expanded offerings included extended day options and new adult programming. Programs range from infant and toddler music and activities to school-age STEM education, youth sports clinics, and adult enrichment courses. Additionally, Norfolk Recreation oversees the Liberty Flag Football League, the Norfolk-Wrentham-Plainville Youth Basketball League, and KP Youth Field Hockey.

Revenue generated from paid programs, along with grants and sponsorships, supports free community events. These events include the fireworks, summer concert series, Town Hill holiday lighting, the Easter Egg Hunt, and Tunes for Tots, co-sponsored with the Norfolk Public Library and partially funded by the Friends of Norfolk Public Library, Recreation, and community organizations.

Recreation allocates athletic fields to local sports organizations on a seasonal basis, prioritizing Norfolk and King Philip organizations. During the spring and fall, these organizations use the fields over 2,000 times per week, including Norfolk Baseball, KPSA, Norfolk Girls Softball, Liberty Flag Football, KP Youth Field Hockey, and King Philip High School Soccer teams.

Norfolk Recreation oversees the maintenance of athletic fields at Freeman-Kennedy School and the Pond Street Complex, with a focus on safety, playability, and durability. Maintenance needs including fertilization, aeration, irrigation, grading, and repairs are funded through user fees.

Capital projects for fields and parks are managed using funds from the Recreation revolving account, grants, and Community Preservation (CPA) funds. In 2024, the Recreation Department secured a \$59.5K grant from the Massachusetts Office on Disability to conduct an ADA assessment and transition plan for the town's athletic fields, conservation areas, and parks. This work will be completed in 2025 and incorporated into the Open Space and Recreation Plan (OSRP).

In 2024, completed CPA-funded projects include the addition of irrigation to two multi-purpose fields at Freeman-Kennedy School, the construction of a new baseball "flex" field to accommodate a greater range of players, and the grading of a softball field to prevent flooding and improve playability. A project to build pickleball courts, funded by CPA, was approved at the May Town Meeting and subsequently presented to the Planning Board to determine engineering requirements. The Environmental Notice Form required by MEPA (Massachusetts Environmental Policy Act) to finalize the transfer of 43 additional acres surrounding the Pond Street Complex is in progress and will be submitted in early 2025.

Support from the community is instrumental in making our programs and events successful. Norfolk Recreation extends its gratitude to residents, the Norfolk Public and King Philip Regional Schools, local businesses, sports organizations, Town departments and boards, and local charitable organizations including the Norfolk Cultural Council, CPC, Lions Club, SEPAC, and Norfolk Community League. We look forward to continuing to enhancing the recreational services for Norfolk residents.

Respectfully submitted,

Rob Taglienti, Chairperson, Kim Meehan, Clerk, Chris Thoman, Jill Lawrence, Alex Perry, and Ann Proto, Recreation Director

## ZONING BOARD OF APPEALS

The Zoning Board of Appeals consists of five full members with staggered terms of five years, and two associate members with terms of one year; all are appointed by the Select Board. This year the Zoning Board of Appeals welcomed Michael Brogan to fill an Associate Member position. The Zoning Board of Appeals schedules a meeting on the third Wednesday of every month unless the workload dictates additional meetings. During the 2024 calendar year the Board met twelve times. The Board also received applications and granted approvals for five Special Permits and one Variance. One Appeal was upheld by the Board and at the close of 2024, there were two Appeals open.

At the start of 2024, a project eligibility letter was granted by MassHousing for a 52 home 40B housing development at Cranberry Heights on Lawrence Street. As of the close of 2024, no formal application was submitted by the developer. The Waites Crossing project located at 65 Lawrence Street is ongoing with 64 units anticipated and new sidewalks installed along Lawrence Street. An extension was given to the Pine Street developer; however, the applicant is waiting for approval of a wastewater treatment plant due to the size of the project, and no application has been submitted to date. The new MBTA zone was approved at the May Town Meeting, and residents can anticipate seeing more affordable housing created along with shopping and restaurants downtown in the future. The Enclave at Norfolk development brought new water pipes and sidewalks along Cleveland Street/Village Green and has minimal work left until its final completion of 40 units in early 2025. The Village at Norfolk on Rockwood Road is complete with 32 units. The development of Lakeland Hills located at 144 Seekonk Street continued through 2024 with 44 units to be completed in early 2026. The zoning for 111 Dedham Street, formerly the Southwood Hospital site, has been changed to include industrial commercial development with manufacturing and life sciences possibly added. The 111 Dedham Street site will provide Norfolk with double the commercial space and approximately \$1 million in revenue annually. The Bay State Correctional facility remains a state owned and operated property, and there are no plans for development at this time. An extension has been granted for the construction of the Residences of Norfolk Station located at 194 Main Street with the hope that a mixed-use development will be constructed and it not be strictly residential. The Board has been notified of another possible smaller 40B development, Pondville Station, on Pine Street. A project eligibility letter for 59 units has been received; however, no plans have been submitted as of the close of 2024.

The Board will continue to work diligently to insure all zoning bylaws are adhered to for the Town of Norfolk.

Respectfully submitted,

David Axberg, Chair – 2025

Timothy Martin, Vice Chair – 2028

Joseph Sebastiano, Clerk – 2029

Josephine Cordahi, Full Member – 2027

Christopher Metcalfe, Full Member – 2026

Courtney Starling, Associate Member – 2025

Michael Brogan, Associate Member - 2025





# Human Services

## BOARD OF HEALTH

The Norfolk Board of Health, under the guidance of the elected board members, is charged with protecting the public health and well-being of the community, in accordance with federal, state, and local public health laws and regulations. The Norfolk Health Department’s responsibilities include inspecting and permitting new and repaired/upgraded on-site septic systems, witnessing percolation testing, biannual inspections of all food service and retail food establishments, investigating complaints of public health nuisances, and enforcement of the state sanitary code relative to housing and licensing of children’s recreational camps. The Health Department also issues permits for individual private drinking water and irrigation wells.

### Appointments

Board of Health Agents:

Betsy J. Fijol – Executive Assistant/Agent

Matthew Tanis – Environmental Health Agent

Kerry MacKay – Regional Health Agent for Sanitary & Food Establishment Inspections

Hilary Cohen – Animal Advisory Agent

Carol Greene – Agent for Issuing Burial Permits

Ed Nolan – Emergency Preparedness Agent

Pari Thillaigovindan – Tobacco Compliance Agent

### Permits and Licenses Issued

	2023	2024
Burial Permits	17	26
Percolation Testing	37	32
Well Permits	14	7
Septic System Permits:		
New Construction	36	39
Upgrades	35	29
Septic Component Repair/Replacements	29	33
Variance Hearings	1	9
Food Establishment Permits	50	67
Tobacco Sales Licenses	5	5
Refuse Hauler Licenses	6	6
Septic Installers	34	37
Septage Pumpers	21	21
Recreational Camps for Children	5	7

### Other Board Issues

The Town of Norfolk continues to partner with the towns of Wrentham and Franklin to form the Metacomet Public Health Alliance (MPHA) to provide professional public health services and thereby improving the overall health and well-being of the member residents. The three contiguous communities recognize that working together on some public health challenges can be more effective than addressing them alone as individual towns.

The Board of Health drafted and adopted a “Policy for Potluck Meals,” which includes recommended practices on serving food safely for large groups such as family reunions, church dinners, and community gatherings.

Please consult our webpage or contact our Executive Assistant, Betsy Fijol, for information about current public health concerns, applications, regulations, and the services the Board of Health provides all Norfolk residents.

Respectfully submitted,

Norfolk Board of Health  
Liz Gebhard, Chair  
Andy Bakinowski, Clerk  
Cheryl Dunnington, Member

## COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) meets monthly and is comprised of nine members representing the Conservation, Historic, and Recreation Commissions, and the Housing Authority and Planning Board, as well as four residents representing at least three of the four Norfolk precincts. Since the first year (2002) that the Community Preservation Act surcharge was collected, the Norfolk CPA fund has collected about \$12 million, with about 35% of that sum coming from state matching funds. At 2024 year-end, the fund had an unencumbered balance of \$3.6 million, exclusive of funds earmarked for projects already approved. To date, the CPC has spent or allocated about \$8.5 million for projects within Norfolk. These projects fall under mandated priorities: open space and recreation, affordable housing, and historic preservation. In 2014 the CPA surcharge was reduced to 1% from 3% in accordance with a Town vote. From 2002 to 2014, the state match on Norfolk's CPA surcharge equaled 74%. However, Norfolk's CPA fund now collects less money locally, as well as receiving significantly reduced state matching funds, which have averaged only 22% since 2014.

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

- May 2024 Town Meeting voters approved a \$48,000 allocation for the restoration of field lighting at the Freeman-Kennedy sports field. The project is complete, allowing for expanded hours of field use, especially in the early spring and late fall.
- Funding for an irrigation system at two soccer fields at Freeman-Kennedy school also received Town Meeting approval in May. This project is also complete.
- Recognizing the demand for outdoor pickleball courts in Norfolk, May Town Meeting voters allocated about \$112,000 for the engineering and construction of three courts, repurposing sand volleyball courts at the Pond Street Recreation Complex that were little used.
- May voters approved the expenditure of up to \$71,350 to begin to address the rehabilitation of Town Hill, an often-used park for community events. The venue has deficiencies in ADA compliance, electrical and irrigation infrastructure, and the Gazebo structure. This project will create a plan for correcting these issues, as well as strategize how to rehabilitate Town Hill to best meet the needs of the Town.
- Annual Town Meeting voters continued to support the creation of affordable housing in Norfolk with an allocation of \$250,000 to the Norfolk Municipal Affordable Housing Trust Fund, assisting the Trust in the purchase of existing Norfolk properties and conversion to affordable homes.
- The Metacomet Greenway rail trail, which will pass through the Pondville section of Norfolk, made significant progress toward its future construction. The grant applied for from the Boston region MPO (Metropolitan Planning Organization) by Norfolk, Walpole, and Wrentham was received. It will fund the engineering, design, and permitting for the Greenway in the three towns (the MPO will cover 80% of these costs). The trail ultimately will run from Walpole for 17 miles to the Blackstone Valley Bike Path in Cumberland, RI.
- Renovation of the exterior of the historic Norfolk Grange, including its foundation, window sashes, weathervane, plus other items was completed.
- Previously approved projects that are still underway include an update to Norfolk's Open Space and Recreation Plan; ongoing weed control treatments at Highland Lake, City Mills Pond, Comey's Pond, Populatic Pond, and Kingsbury Pond; the acquisition of 43 state-owned acres adjacent to the Pond

Street Recreation Complex; and the construction of an outdoor shade pavilion at the Norfolk Senior Center.

- Discussions are continuing with Friends of Mirror Lake to fund a Phase II sediment testing of Mirror Lake with Norfolk funding the 15% of the lake within its borders. Successful testing may allow access to federal and/or state funding for future dredging or other treatment. Mirror Lake has significant amounts of sediment at its bottom (resulting in substantial weed growth), and numerous areas within Norfolk suffer from severe eutrophication.
- The CPC had discussions with Norfolk property owners exploring conservation, recreation, and acquisition options for their parcels. The Committee also had conversations regarding other projects that would support CPA priorities.

Please visit <https://norfolk.ma.us/> to view the CPC's meeting schedule and minutes along with forms for project applications. We encourage people to bring ideas of possible projects to the CPC.

Respectfully submitted,

Community Preservation Committee

## COUNCIL ON AGING

The Council on Aging (COA) Board is made up of nine members appointed by the Select Board. The mission of the Norfolk Council on Aging is to identify and address the diverse needs of residents age 60 and older and disabled residents. The Council on Aging is also committed to fighting against ageism and ageist stereotypes. The Senior Center provides a warm, welcoming place for people to stay connected and age well. We strive to offer a wide variety of programs and services that enhance the quality of life, promote healthy aging, and foster independence in our older adult population. We also serve as an advocate on issues that impact older adults and provide information and referrals to community resources for seniors, their families, and caregivers.

The Council works closely with the Executive Office of Elder Affairs (EOEA), the Massachusetts Councils on Aging (MCOA), HESSCO (Health and Social Services Consortium, Inc.) Elder Services, the Friends of the Council on Aging, other area agencies, state legislators, and local officials to ensure that the needs of Norfolk older adults are being met. The COA staff consists of a full-time executive director, part-time program coordinator, outreach coordinator, administrative assistant, and bus driver.

The Council receives a formula grant from the EOEA based on the number of Norfolk residents 60 years of age or older. The formula used for the grant is \$14 per resident 60 or older. The number of Norfolk residents in that age group in the EOEA grant was 2,695. This in turn increased the grant for Norfolk to \$37,730 for 2024. This grant is used primarily to pay the MCOA annual dues, training and conference fees, newsletter postage, guest speakers, performers, and fitness and art instructor fees. We also have a small expense budget from the Town and a revolving account for participant fees.

The Norfolk Senior Center's bi-monthly newsletter, "News from the Branch," is mailed or emailed to approximately 1,500 residents; it can also be accessed through the Town's website and our Facebook page. It contains a calendar of events and information about our regular and special events and programs including fitness and visual art classes. Our newsletter also provides information regarding services offered for residents 60 and older throughout the year.

2024 Highlights: In 2023, the Executive Director applied for and received a grant of \$61,000 from the Executive Office of Elder Affairs (EOEA) to support enhancing digital literacy for older adults. This grant supplied the Senior Center with 6 new PC desktop computers, 12 new Apple iPads, and professional computer instruction through the end of 2024. The Senior Center celebrated our 20<sup>th</sup> anniversary at this location in 2024. We piloted a program during the summer of 2024 to open up between 5 PM and 7 PM for a dinner and special programming (including exercise classes). The Senior Center saw excellent participation, including town seniors stopping in to take home a carry-out dinner. We hope to provide something similar in 2025. We finally found a driver with a CDL license who can drive our 21-passenger bus. We are very happy to have the ability to travel with our senior participants, and they do not have to pay the extra costs and fees charged by a tour bus company.

In 2024 the Meals on Wheels program continued to deliver hot lunchtime meals to Norfolk residents, and Grab and Go meals continued to be delivered to Hillcrest Village residents. The Council on Aging entered into a partnership with HESSCO to train additional staff and offer more evidence-based programming, including Powerful Tools for Caregivers and Matter of Balance. The Friends' weekly lunches served an average of 45 residents, and an average of 21 Hillcrest Village residents continue to receive Grab and Go lunches from HESSCO once a week. Volunteer groups went to the homes of older residents who needed assistance with raking their yards in the fall. Senior Center programs and events and outreach assistance in 2024 were attended by 753 unduplicated participants, which is an increase of 140 people from 2023. Attendance at the Senior Center continued to grow with numerous new programs being offered and 189 new seniors who registered to attend programming which included fitness and art classes, as well as presentations of educational material from subject matter experts.

The Council on Aging gratefully acknowledges the assistance and support of EOE, HESSCO, Norfolk Town departments, Norfolk County Sheriff's Office, Metacomet Public Health Alliance, One Local Bank, Norfolk Lions Club, Friends of the Norfolk Council on Aging, Norfolk Grange, Federated Church of Norfolk, KP Cares, and all our community partners and volunteers.

The Council on Aging meets at 9:30 AM on the fourth Friday of each month at either Town Hall or the Senior Center. All are welcome to attend.

Council on Aging Members:

Larry Cohen, Chair	2027	Jennifer Kuzeja	2025
Cheryl Dunnington, Vice Chair	2025	Mary Mlinarcik	2027
Vacant, Secretary	2026	Mary Nuhibian	2026
Dawn Cohen	2025	Stephanie Knoch	2027
		Nanci Murphy, Associate Member	

## **METACOMET PUBLIC HEALTH ALLIANCE**

Metacomet Public Health Alliance continues to provide shared services for the towns of Franklin, Norfolk, and Wrentham as a cohesive team supplying many services to the towns including health agent, health inspection, nurses, as well as shared services coordination. The nurses have been collaborating with the regional health inspector with home and camp inspections as well.

The Metacomet Public Health Alliance nurses sponsored a total of 16 flu vaccine clinics across the Metacomet areas of Franklin, Norfolk, and Wrentham with over 650 vaccinations administered. Five of these clinics were located in Norfolk at Hillcrest Village, the Council on Aging, and area businesses, and home visits were made to vaccinate those who are homebound.

The Ask the Nurse program has been very successful on Wednesdays at the Senior Center with a total of 686 visits made to the nurse. In late December, additional appointment openings were made available to Norfolk residents at Norfolk Town Hall. Home visits by the nurse are also performed weekly for the elderly who are homebound and unable to make it to the Senior Center or Town Hall. Sixty-five home visits were made to residents' homes by the nurse this year.

Monthly blood pressure clinics continue to be held at Hillcrest Village, which are now evolving into Ask the Nurse sessions as more residents are requiring more than just vital sign or blood pressure checks necessitating additional time with the nurse for assistance navigating our complicated healthcare system. The nurses continue to act as an advocate for the senior community.

The nurses' offices have loaned out many pieces of durable medical equipment, continue to field numerous phone calls, emails, consultations, and connect residents with resources in the community. We have hosted several educational programs at the Senior Center as well as local businesses including CPR training, hands only CPR, and Stop the Bleed, and participated in two health and wellness fairs.

There were several visits to the emergency shelter located at the former Bay State Correctional Facility and collaboration with DPH (Department of Public Health) nurses and staff to ensure medical services were in place and that DPH and Manet Healthcare would be managing the disease investigations and all the occupants' needs.

The nurses attend quarterly MAPHN (Massachusetts Association of Public Health Nursing) meetings which include trainings directly geared toward public health nurses as well as a yearly MAPHN conference which includes two days of continuing education. The nurses also attend frequent trainings to stay up to date on both public health issues and medical health issues such as emergency management, hurricane preparedness, and disease management.

The Friends of the Norfolk Council on Aging have been so generous in subsidizing our nutrition program in collaboration with HESSCO (Health and Social Services Consortium), our local Aging Services Access Point, where elders who need additional nutritional support can receive a case of Ensure monthly at no cost to them. We have distributed over 70 cases of Ensure this year thanks to the generosity of the Friends of the Norfolk Council on Aging.

The nurses' attend weekly MAVEN (Massachusetts Virtual Epidemiological Network) Zoom meetings which keep us up to date on areas of concern for communicable diseases. We complete investigations on both suspect and confirmed communicable diseases and perform home visits as needed for directly observed therapy (DOT) for tuberculosis treatment.

Disease investigation via MAVEN for confirmed diseases during calendar year 2024 are as follows:

Disease	Number of Cases
Babesiosis	1
Calicivirus/Norovirus	2
Campylobacteriosis	1
Human Granulocytic Anaplasmosis	1
Influenza	83
Novel Coronavirus (SARS, MERS, etc)	105
Pertussis (and other Bordetella species)	2
Salmonellosis	1
Tuberculosis	26
Varicella	1

Respectfully submitted,  
Jeanine Murphy, BS RN

## **MUNICIPAL AFFORDABLE HOUSING TRUST**

The Norfolk Municipal Affordable Housing Trust (NMAHT) generally meets on the third Tuesday of each month at 3:00 p.m. NMAHT is presently made up of seven members with the Town Administrator and/or a person from the Town's Select Board representing the Town as prescribed by state law. The mission of NMAHT is to provide for the creation and preservation of affordable housing in Norfolk for the benefit of low to moderate income families. Presently, the Town's affordable subsidized housing stock (SHI) is approximately 4.7% of the housing total in Norfolk (as of December 31, 2024). Additional subsidized housing (Subsidized Housing Inventory also known as the SHI) properties are added throughout the year. The state mandates that each community in the state shall have a minimum of ten percent (10%) of total housing to be affordable housing, or to be working toward that goal. The mission of the Norfolk Municipal Affordable Housing Trust is to meet the 10% state mandate and to help families improve their position in life and help them become part of our community.

Affordable homes will all have a deed restriction making them affordable in perpetuity. Affordable homes will go to qualified working individuals and families who fall under the Massachusetts State guidelines of income levels. Typically, the phrase "affordable housing" means homes with total housing costs that are affordable, i.e., costing no more than 30% of income, for a family earning at or below 80% of the area median income (AMI). As an example, a family of four (4) is eligible if their annual income level does not exceed \$130,250 per year. Household assets cannot exceed \$75,000.

The Trust is always looking for properties that could fit its affordable housing formula. Funding for the Trust comes from Norfolk's CPC, the sale of acquired houses, payment-in-lieu-of from developers, and the NMAHT Director's lottery service fees. These funds are then used to purchase additional homes or land to continue NMAHT's mission. It is the goal of the Trust to acquire and/or build single family homes within the Town of Norfolk that fit neighborhoods for the purpose of improving affordable housing opportunities for qualified individuals/families interested in establishing a home in Norfolk. The Affordable Housing Director is available to provide lottery services to developers and other communities for a fee. These fees are paid directly to the Norfolk Municipal Affordable Housing Trust.

Key development: The Trust is currently beginning to investigate the possibility of providing affordable housing services to other communities (through inter-municipal or regional agreements) to assist them and defer NMAHT costs.

### **Accomplishments**

1. Purchased 18 two- and three-bedroom homes over the last eight years.
2. Sold five (5) units at lottery to qualified affordable buyers on Meeting House Road for developer.
3. Developed and initiated with Town Planner the first payment-in-lieu-of for an affordable unit.
4. As of this date the Lottery Agent represented a Medway developer for a fee (\$5,000) to provide lottery services for the sale of one unit; this unit has been sold and the Lottery Agent fee paid.
5. The NMAHT Director is the Lottery Agent for The Enclave which has 40 total units with 10 affordable units. The lottery fee collected upon the closing of each affordable unit is \$6,800 (\$68,000 total).
6. The NMAHT Director is the Lottery Agent for The Village at Norfolk which has 32 total units with eight affordable units. The lottery fee collected upon the closing of each affordable unit is \$7,225 (\$57,800 total). As of this date all units are sold.
7. Awarded approval for two units located in two separate developments in the Town of Medway. Lottery fee income is \$12,500. As of this date both units have been sold and the Lottery Agent fee paid.

### **Upcoming Lotteries**

1. Opening new lottery in the spring of 2025 as Lottery Agent for Lakeland Hills in Norfolk which will have 44 units total with 11 affordable units. Anticipated Lottery Agent fee income of \$60,000.
2. Opening new lottery in spring of 2025 as Lottery Agent for Waite's Crossing in Norfolk which will have 64 units total with 16 affordable units. Anticipated lottery fee income of \$90,000. This development will have two-, three-, and four-bedroom units.
3. Opened new lottery in the spring of 2024 as Lottery Agent for Lakeland Hills in Norfolk which will have 44 units total with 11 affordable units. Anticipated Lottery Agent fee income of \$60,000.
4. Lottery Agent for The Residences at Norfolk Station which will have 36 units total with 9 affordable units. The anticipated lottery fee income is \$54,000. Timeframe is not available at this time.
5. Opened new lottery in fall of 2024 in Hanson, MA. Expected lottery fees earned \$37,160.

Tom Cleverdon, Chair

Tom Collins, Vice Chair

William Conklin, Trustee

Justin Casanova-Davis, Trustee/Town Administrator

Eric Wimer, Trustee

Shade Steward, Trustee

Susan Jacobson, Director

Mark Henney, Non-Voting Member

## **VETERANS' SERVICES**

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

Because of Norfolk's population of less than 12,000 residents (2020 Census), our Town is serviced by a part-time Veterans' Services Officer. Since June 2011, Norfolk resident and veteran Bill Conklin has served as the Norfolk Veterans' Services Officer.

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

We have approximately 375 veteran families residing in Norfolk. We thank them for their service to the nation.

Respectfully submitted,

R. William Conklin



# Natural Resources

## **CONSERVATION COMMISSION**

The Norfolk Conservation Commission is the local regulatory body responsible for administering the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40, and its Regulations, 310 CMR 10.00, as well as the local Wetlands Protection Bylaw and Regulations. The Conservation Commission has jurisdiction authority over natural resource areas protected under the state Wetlands Protection Act and local bylaw. It is their mission to protect, preserve, and promote the Town of Norfolk's vast and vital natural resource areas. The Commission is also responsible for the oversight of Town-owned conservation land and engagement in land management and land acquisition efforts.

The Norfolk Conservation Commission's membership consists of seven dedicated volunteers appointed by the Select Board with staggered terms of three years. One new member, Paul Kalil, was welcomed to the Commission this year.

The Conservation Commission generally meets on the second Wednesday of each month. During the 2024 calendar year, the Commission conducted numerous public hearings including: 10 Notices of Intent (NOIs), 2 Requests to Amend a Final Order of Conditions (AOOC), and 11 Requests for Determination of Applicability (RDAs) hearings. The Commission also issued 8 Certificates of Compliance, 2 Extension Permits for Orders of Conditions, 1 Emergency Certificate, and addressed 4 wetland violation incidents. A total of 39 wetland permits were issued by the Commission.

In 2024 the Conservation Commission oversaw the approved treatment programs targeting invasive aquatic vegetation at Kingsbury Pond, Populatic Pond, and Comey's Pond.

The Town of Norfolk and the Conservation Commission were happy to support Eastern Mountain Sports in allowing the use of trails at the Conservation Commission owned Lind Farms for mountain biking. The Conservation Commission also worked with the New England Mountain Bike Association (NEMBA) approving a trail improvement project at Lind Farm where NEMBA volunteers installed two new wooden boardwalks. At the close of 2024, the town proudly hung a refurbished Pondville Conservation Land sign on Pond Street which was completed by the students in the Metal and Construction classes of Tri-County Regional Vocational Technical High School. We thank the students of Tri-County High School and volunteer members of NEMBA and know all residents greatly appreciate their efforts to improve the Town of Norfolk.

Respectfully submitted,

David Turi, Chair, 2027

James Wilson, Vice Chair, 2027

Adam Sucher, Clerk, 2025

Allen Phinney, 2025

Val Stone, 2026

Peter Kokinda, 2026

Paul Kalil, 2027

## ENERGY COMMITTEE

In early 2023, the Energy Committee was playing catch up from the delayed work completed late in 2022. The energy efficiency work was not completed before annual requests for funding deadline passed, and per the requirements of the Green Communities, work must be completed from the previous year before new funding can be requested.

In the fall of 2024, two funding requests were submitted for repairs and replacement of the photovoltaic array on the Freeman-Kennedy School. This system has been offline over two years due to an inverter failure. Inspections of the panels on the roof indicate a few panels are clouded or discolored suggesting the panels are failing. While these panels are less than 25 years old, the manufacturer is no longer in business, and the Town has no recourse for any replacements under warranty. To replace the inverter and replace the panels with higher output and higher efficiency panels, \$100,000 was requested from the Green Community Division.

The second request was to replace the old fuel oil boiler at the DPW with a modified, hybrid propane and heat pump heating system. Previous work at the DPW included sealing and insulation of the garage bays. This would realize a reduction in greenhouse gas emissions by eliminating fuel oil and use both electricity and propane for heating.

In 2024, the Town saw the completion of the new Fire Station, and this building is 100 percent electric heating and cooling with high efficiency lighting. While discussed during construction, the need to reduce operating expenses primary electricity costs, photovoltaics must be considered in the future to offset these operating costs.

The Town had signed power purchase agreement with SOLECT to install a photovoltaic array on the roof of the Police/Metacomet Dispatch Center. The work was completed in December 2024; we are still awaiting the utility inspections and testing.

During the year various presentations and meetings with the Select Board, the Town Administrator, and a representative from the Energy Committee were held, and they finalized details for enrolling the Town into a Municipal Aggregation Program to purchase electricity at a discounted rate. The contract to move forward was signed by the Select Board in December. Future meetings, informational sessions, and final rollout of the program is expected in early 2025.

While changes to various energy efficiency will continue to evolve, the work being completed benefits the entire Town in achieving energy and cost savings reductions that benefit all of the residents.

Respectfully submitted,

The Energy Committee

## NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

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

### **Surveillance**

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

Virus isolations in the town: 15 samples submitted, 1 WNV isolation in 2024  
Requests for service: 209

### **Water Management**

The NCMCD reduces the potential for larval mosquito development through a variety of methods under this category. Our Freshwater Water Management Program includes ditch and pond maintenance as well as culvert area clearing conducted to improve water quality and increase water flow. Tire collection is a service in which we remove and recycle rim tires in order to eliminate this source of potential larval mosquito development.

Culverts cleared	33 culverts
Drainage ditches checked/hand cleaned	9,400 feet
Intensive hand clean/brushing*	0 feet
Brushing for WM access	0 feet
Mechanical water management	0 feet
Tires collected	9

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

### **Larval Control**

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

Spring aerial larvicide applications (April)	3.3 acres
Larval control - briquette & granular applications by hand	1.7 acres
Catch basin treatments-briquets by hand (West Nile Virus Control)	951 basins
Abandoned/unopened pool or other manmade structures treated	0

### **Adult Control**

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

Adult aerosol ultra-low volume (ULV) applications from trucks	4,568 acres
Barrier applications on municipal property	2 applications with 17 gal. mix

Respectfully submitted,

David A. Lawson  
Director

**TOWN OF NORFOLK**  
**154<sup>TH</sup> ANNUAL REPORT**  
Year Ending December 2024

**SETTLED:** 1678

**INCORPORATED:** 1870

**POPULATION:** 10,153 (per Town Census)

**MCI NORFOLK POPULATION:** 1,140

**AREA:** 15.2 Square Miles

**LOCATION:** 20 miles south of Boston, MA - 22 miles north of Providence, RI

**BOUNDED BY:** Foxborough, Franklin, Medfield, Medway, Millis, Walpole and Wrentham

**ELEVATION:** 212 feet

**VOTERS:** 8,108

**TAX RATE:** \$15.97 per \$1,000

**VALUATION:** \$2,715,607,682

**PROPERTY CLASSIFICATION:**

93.2392% Residential

3.6491% Commercial

0.8920% Industrial

2.1877% Personal

0.0320% Open Space

**SINGLE FAMILY DWELLINGS:** 3,199

**FORM OF GOVERNMENT:** Open Town Meeting  
Select Board

**PAVED ROAD MILES:** 82.37 miles

**AREA HOSPITALS:**

Sturdy Memorial Hospital, Attleboro

Milford Regional Medical Center, Milford

**CHURCHES:**

The Federated Church of Norfolk

Saint Jude Catholic Church

Emmanuel Baptist Church

Providence Baptist Church

**LIBRARY:**

Monday – Thursday 10:00 a.m. – 7:30 p.m.

Friday 10:00 a.m. – 4:00 p.m.

Saturday 10:00 a.m. – 2:00 p.m.

**ABSENTEE VOTING:** All Elections, Town Clerk's Office  
508-641-0929

**QUALIFICATIONS FOR REGISTRATION AS VOTERS:**

Must be 18 years of age, American born or naturalized.

Registration: Monday through Thursday 8 a.m. to 6 p.m. at the Town Clerk's office. Special evening sessions for registration of voters held by Registrars preceding elections.

**DOG LICENSES:**

All dogs over 6 months of age must be licensed per M.G.L. Chapter 140, Section 137.

Fees: spayed female and neutered male: \$10.00

female and male: \$15.00

late fee from April 1: \$50.00

Proof of current rabies vaccination is required.

**TAX BILLS:**

The Town is on a quarterly real estate/personal property tax due date cycle being mailed semi-annually. Due dates are August 1, November 1, February 1, and May 1. Motor vehicle excise bills are due thirty days from date of issue. Water bills are on a quarterly due date cycle and mailed quarterly. Due dates are on or close to August 10, November 10, February 10, and May 10.

**SCHOOLS:**

H. Olive Day: Pre-K-Grade 2

Freeman-Kennedy: Grades 3-6

King Philip Regional Middle School: Grades 7-8

King Philip Regional High School: Grades 9-12

Norfolk County Agricultural High School: Grades 9-12

Tri-County Regional Vocational Technical: Grades 9-12

**TRANSPORTATION:**

MBTA rail service daily to Forge Park and Boston

GATRA dial-a-ride: 800-698-7676

**SENATORS IN CONGRESS:**

Elizabeth A. Warren, 2400 JFK Federal Building

15 New Sudbury Street, Boston, MA 02203

617-565-3170

Edward Markey, 975 JFK Federal Building

15 New Sudbury Street, Boston, MA 02203

617-565-8519

**REPRESENTATIVE IN CONGRESS:**

Jake Auchincloss – 4<sup>th</sup> Congressional District

1524 Longworth House Office Building

Washington, DC 20515

202-225-5931

District Office: 8 North Main Street, Suite 200

Attleboro, MA 02703

508-431-1110

**STATE SENATOR:**

Rebecca Rausch – Norfolk, Bristol, Middlesex District

State House, 24 Beacon Street, Room 215

Boston, MA 02133

617-722-1555

**STATE REPRESENTATIVE:**

Marcus S. Vaughn – 9<sup>th</sup> Norfolk District

State House, 24 Beacon Street, Room 473B

Boston, MA 02133

617-722-2263

**NORFOLK COUNTY COMMISSIONERS:**

Joseph P. Shea

Peter H. Collins

Richard R. Staiti

614 High Street, Dedham, MA 02027

781-461-6105

**DISTRICT ATTORNEY:**

Michael W. Morrissey

45 Shawmut Road, Canton, MA 02021

781-830-4800

**SHERIFF NORFOLK COUNTY:**

Patrick W. McDermott

200 West Street – P. O. Box 149

Dedham, MA 02027

781-329-3705

**REGISTER OF DEEDS – NORFOLK COUNTY:**

William P. O'Donnell

649 High Street, Dedham, MA 02026

781-461-6101

## TOWN DEPARTMENTS

### Town of Norfolk Main Number (508) 528-1400

Accounting/Finance .....	(508) 528-5686
Animal Control .....	(508) 440-2816
Assessors .....	(508) 528-1120
Board of Health.....	(508) 528-7747
Building .....	(508) 528-5088
Community Preservation Committee.....	(508) 440-2809
Conservation Commission.....	(508) 541-8455
Council on Aging .....	(508) 528-4430
Facilities .....	(508) 440-2823
Historical Commission .....	(508) 440-2879
Housing Authority .....	(508) 528-4800
Human Resources Director .....	(508) 440-2826
Library .....	(508) 528-3380
Municipal Affordable Housing Trust .....	(508) 440-2812
Planning Board .....	(508) 918-5536
Town Planner .....	(508) 918-5536
Public Works.....	(508) 528-4990
Recreation .....	(508) 520-1315
Schools:	
Superintendent's Office .....	(508) 528-1225
Freeman-Kennedy .....	(508) 528-1266
H. Olive Day.....	(508) 541-5475
King Philip High School .....	(508) 384-1000
King Philip Middle School.....	(508) 541-7324
Norfolk County Agricultural High School .....	(508) 668-0268
Tri-County Regional Vocational Technical High School.....	(508) 528-5400
Select Board/Town Administrator .....	(508) 440-2855
Tax Collector .....	(508) 520-0058
Town Clerk .....	(508) 641-0929
Treasurer .....	(508) 520-0058
Veterans' Services.....	(508) 440-2830
Zoning Board of Appeals.....	(508) 918-5536

<b>POLICE / FIRE / AMBULANCE EMERGENCY .....</b>	<b>911</b>
POLICE NON-EMERGENCY .....	(508) 528-3206
FIRE NON-EMERGENCY .....	(508) 528-3207

**RECYCLING/TRANSFER STATION .....** (508) 528-4990

You must be a resident of Norfolk and purchase a decal for your vehicle in order to use the Transfer Station. Decals may be purchased by mail or on the Town's website.

#### Hours of Operation:

<b>Wednesday</b>	9:30 a.m. to 5:00 p.m. (October 1 – March 31) 11:00 a.m. to 7:00 p.m. (April 1 – September 30)
<b>Saturday</b>	8:00 a.m. to 4:00 p.m.

#### CLOSED LEGAL HOLIDAYS

**Town Website: [www.norfolk.ma.us](http://www.norfolk.ma.us)**