

Regular meeting of the Board of Selectmen convened at 7 p.m. on Tuesday, October 16, 2018 in Room 34, the Harry B. Butters Chambers, Norwood Memorial Municipal Building, with the Pledge of Allegiance, and a silent moment of prayer and reflection. Meeting is Recorded.

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

Appointments

7:00 P.M. Supt. Travis Farley, Recreation Department:

Mr. Farley spoke about fall programing, which is very successful. They had the first parents' night out. There is a stay safe Tuesday October 30 at 5:30 p.m. and the Recreation Department will be giving out free glow sticks. He spoke about a program partnering Seniors with young children. . Friday, October 19 from 6p.m. – 7:30 p.m. is Spooktacular and Trunk or Treat will be held Saturday, October 20th from 4 p.m. to 5 p.m. They are currently booking for Birthday parties at Recreation Dept. and the contact person is Katie Seastedt. Mr. Farley spoke briefly about early morning fitness programs and drop in basketball players. Chairman Maloney spoke about some upgrades to playgrounds Mr. Farley is looking for. He wants to install poured rubber. Mr. Farley explained the benefits of poured rubber.

7:15 P.M. Thomas J. McQuaid, Director of Finance & Accounting:

Selectman Donohue noted that Mrs. Susan McQuaid was present and she was the third woman selectman in the whole history of the Town of Norwood, and there have only been four. It is an honor to have Mrs. McQuaid here.

Mr. McQuaid thanked the Board for the opportunity to talk to them and bring them up to speed on what is happening. The Town reorganized and Mary Lou Folan is now the Town Clerk, a job that she has been functioning pretty much for a number of years and she is finally getting the recognition she deserves. Mrs. Folan is doing a great job and has done many innovative things. Mr. McQuaid said every time he turns around, someone is complimenting Mary Lou, so he is not sure that he did such a great job as Town Clerk. She is doing a fantastic job and her staff is great. Mr. McQuaid reported that with the Board of Selectmen, Finance Commission and Town Meeting support, the Town is investing \$1.7 million dollars into an Enterprise Resource Planning (ERP) system. It is very complicated and will take about three years to install. The process is invigorating because Town and Schools are working as a team.

Phase I is developing a new general ledger and a new financial system. Simultaneously, Dan Morrissey from Light Department will lead an effort related to utility billing. There are six modules overall, and they hope to get in the financials and utility billing by July 1, 2019. In April of 2019, they will start Human Capital Management, which is human resources and payroll system and the effective date is January 1, 2020. After that will be real estate and excise tax module in addition to permitting and asset management. Mr. McQuaid mentioned Sue Bartlett who is working on the project and consultant Dan Sullivan who is an expert in the state on how to set up your chart of accounts.

Selectman Donohue asked Mr. McQuaid to explain how the average resident would be affected. Mr. McQuaid said online bill paying would be much more wholly integrated. They are going to combine water and electric bills. There will be a lot more people can do on line, such as permitting, etc. It will be easier to pay bills. He said over a longer period of time, through attrition, there would be some personnel savings, which should help our budget.

Mr. McQuaid spoke about Free Cash. Every year the town uses some Free Cash to help balance the budget. That is not the best practice, but many towns do it. Three years ago, the town was using about \$1.3 million per year Free Cash. The next year \$1 million was used, and the year after that \$ 700,000 was used. Last year the town used \$ 1.8 million various ways because of all the pressures on the budget.

Thomas J. McQuaid, Director of Finance & Accounting-(cont'd):

There is a process every year to determine how much free cash the town will get. The number will be lower than usual this year. In previous years, beginning in 2012, the Free Cash Amount was \$4.5 million, \$3.1 million, \$3.3 million, \$2.1 million, and last year was \$4.3 million. This year it is expected to be about \$1.4 million to \$1.7million. Generally, the Town will try to take care of as many capital projects as possible, before borrowing. In the DPW budget, every year \$300,000 to \$ 400,000 is spent on new equipment. Although it should be part of the operating budget, over the years the town has been borrowing for those type items. The town purchases three to four police cars every year, which is \$250,000 or so. The goal is to push those back into the operating budget, which puts more pressure on the bottom line and we are already tight. This year budget balancing is taking a different approach by trying to get the budgets in early. Usually there is not a number to even start thinking about until January or February. Usually people submit what they think they should get to run their departments properly. For example, the planning department wants an additional planner and the manager agrees. That will bring new growth, which stays in the tax base and grows some revenue over time. While the town is pretty built-out, one might wonder why we need another planner but one reason is because it is built out. If we change some zoning to make it a little easier for commercial projects to happen, we can expand there. But we don't have the money to put that into the budget as it is, but usually that is how we submit budgets. If the schools wanted to start a program they do not have they would put that in the budget. When people hear numbers like \$4 million deficit or \$6 million deficit, those usually include all of the extra things that people are looking for. This year we asked for level services, and even at that level we are at \$4.5 million. The split is 55% for schools and 45% for general government. That would mean a deficit of \$ 3.5 for schools and \$1 million for general government. This is why there is talk about an override. At some point, the town people will have to decide what type of town they want to be. When you hear that number and think it is the same as any other year, it is not. Mr. McQuaid said he does not think this is going to happen without a lot of cuts. Chairman Maloney said we have done things, maybe not as well as we should have with the budget such as properly funding OPEB and fully funding Snow and Ice, and putting cash aside from smaller projects. It will be up to the taxpayers on the override. Budget balancing is holding a public session on November 29, 2018 at the High School Auditorium. Mr. McQuaid said budget balancing meets every two weeks on Monday nights.

Selectman Donohue said a choice is to live within the budget and there is talk of an operational override. We should also talk about having an override to build a new middle school. The new middle school issue is very important because the condition of the current one is not good and it is a priority that we provide good quality education to the children. To talk about an operational override and an override for the school is a lot to impose on the taxpayers. The big picture must be considered.

Mr. McQuaid said the middle school is slightly different. It still affects the wallet, but it is a debt exclusion. The high school project that is now seven years existing with some borrowing done before that, we are one third of the way through paying that off. The debt exclusion Selectman Donohue refers to would probably be on the average of \$150 to \$160 per year on the tax bill. An operational override will stay forever and the reason so many towns have passed overrides is because of the limitations of Proposition 2.5. which limit tax growth to 2.5% per year, in addition to whatever you get in new growth, which in our case has been about 1% per year. The budget requests for the schools for fiscal 2020 is up 6% and that sounds high but in previous budgets we gave them extra free cash and prepaid SPED money.

Chairman Maloney asked if it is too early to talk about GIC. Mr. McQuaid said we generally put 5% in the budget. Last year GIC really tried to change the structure of the plan and eliminate a lot of options for employees, one of which was the huge political mistake of trying to get rid of Harvard Pilgrim, which is one of the biggest in the state. In the end, the state caved in under the pressure and left it in, but there were so many bad feelings going on that they took money out of their reserve, kind of like the practice we have been doing. Even though their cost went up 4 – 5 % last year, what they charged out to people to collect was less because they took that 2-3% out of their reserves. Now the GIC reserves are very low, so that would not be available this year. We put 5% in the budget but we do not have control over that number. If it comes in at 8% the projected deficit will be higher than shows now.

Thomas J. McQuaid, Director of Finance & Accounting-(cont'd)

Selectman Donohue spoke about purchasing of vehicles and cutting back would be a savings. Mr. McQuaid said in the long-run you will have more maintenance on vehicles. They are 24/7 vehicles.

Mr. McQuaid spoke about the stabilization fund. We took \$3 million out of it for the DPW project so that is low. We put \$425, 000 per year back in and will be back to the \$6 million by the end of next year.

Selectman Howard asked how close the town is to the end of the \$1.8 million per year from NSTAR. Mr. McQuaid said he believes it goes for several more years.

Selectman Bishop asked over the next years we get rid of High School debt, Light Department suit debt and Forbes Hill will be sold. He asked about leasing vehicles instead of buying. Mr. McQuaid said it doesn't make sense on vehicles because of our low borrowing rate. The general manager's plan is We have a good rating of AA+ and are striving for AAA and it is all about reserves when you talk about credit ratings. It comes down to how much money you have in the bank. Massachusetts is at a disadvantage because we don't have the type of taxing system that allows you to build up reserves. Some towns that have AAA have exceptional things going on. Dedham became AAA a few years ago because of Legacy Place. At one point they had \$20 million. We use our fluctuating free cash for snow and ice and other things that we tend to under budget. Our only real reserve is the stabilization fund, which percentage wise should be about 5% of the operating budget.

Selectman Donohue spoke about the 45%/55% split. She was given information about how conscientious the school department is on checking up on people who don't live in Norwood attending Norwood schools. Mr. McQuaid said Anne Marie Ellis and school committee are working hard to figure out how to get the most out of their budget.

Mr. MQuaid spoke about the potential town wide facilities department, which would be a long term efficiency. General Government manages its buildings piecemeal. The Schools have the strongest facilities management, with Paul Riccardi as their leader. Some towns have a situation where they have an in-house architect and they have an in-house engineer specifically to look at projects. Currently, when there is a project proposed, the town gets a rough idea of how much it will cost and get town meeting approval of the amount. Next we do the scope and put it out to bid and might not have enough money. The idea of having in-house capability built into the budget every year means they could do the scope and plans to put out to bid.

Selectman Plasko said we always talk about an override being forever, but there is such a thing as an underride. If new revenues were to come into the town that are nowhere on the radar at this time, there could be a correction of the override by doing an underride.

7:45 P.M. (P.H.) Oasis Caribbean Cuisine, 487 Washington Street:

Submitting application for CV License

The clerk read the notice into the record. The selectmen will conduct a Public Hearing on Tuesday, October 16, 2018 at 7:45 p.m. in the Harry B. Butters Chambers, Room 34, Norwood Town Hall, for a license to operate Oasis Caribbean Cuisine, 487 Washington Street, Norwood. Board of Selectmen, Thomas F. Maloney, Chairman.

Chairman Maloney welcomed Ercy Olivier. Ms. Olivier is from Haiti and has lived in Norwood for seventeen years. Cooking is her passion and she has always loved Caribbean food, but she has to go to Boston to find it. Ms. Olivier said she has a caterer's license, and has been going to people's houses and cooking for them. Finally, this year she decided to open her own restaurant. She and her husband run the business together. Selectman Plasko stated he has looked through the application and everything seems in order. Clearly they have experience. He asked about hours of operation. The hours will be Tuesday through Sunday.

Oasis Caribbean Cuisine, 487 Washington Street-(cont'd):

The Chairman opened the meeting for public comment. Seeing none, on motion of Selectman Plasko, seconded by Selectman Bishop, voted to close the hearing. On motion of Selectman Plasko, seconded by Selectman Donohue, voted to approve the license.

New Business

Mary Lou Folan, Town Clerk:

On motion of Selectman Howard, seconded by Selectman Bishop, voted to sign Warrant for State Election November 6, 2018.

Package Stores - State Primary Election:

On motion of Selectman Bishop, seconded by Selectman Howard, voted 4-0 to approve Under MGL. Chap. 138, Package Goods Stores be allowed to remain open for sale of Alcoholic beverages on November 6, 2018. Selectman Donohue abstained.

Norwood Portuguese Club, 1090 Washington Street, Silverio Araujo:

On motion of Selectman Bishop, seconded by Selectman Donohue, voted to approve request for one day Wine and Malt Beverage License for Saturday, October 20, 2018, 12 p.m. to 12 a.m.

Gerald Buckley, Sr. Director, Government & Regulatory Affairs, Comcast:

On motion of Selectman Bishop, seconded by Selectman Donohue, voted to file Emergency/Trouble Reporting Procedures. (has been forwarded to Police, Fire, Light, DPW)

Ghafour Fuel Enterprises, Brookline:

On motion of Selectman Bishop, seconded by Selectman Howard, voted to file notification that they are purchasing the gas station at 145 Broadway that is currently owned by S&H Supreme Norwood Fuel Realty LLC. Fire Department has been notified as they have a VIF License. VIF License will be changed to reflect new owners after the passing. They expect to close on October 22, 2018. New owner must notify DEP as they have jurisdiction over underground storage tanks.

Ramanda Morgan, Senior Administrative Assistant, Board of Appeal:

On motion of Selectman Howard, seconded by Selectman Bishop, voted to file information regarding Winsmith Mill Shops-Norwood Commerce Center.

Cathleen Sheehan, 236 Greenbrook Drive, Stoughton, MA:

On motion of Selectman Bishop, seconded by Selectman Howard, voted to approve request for wedding ceremony at the Bandstand on Sunday, Oct.21, 2018 from 3 p.m. to 4 p.m.

MAPC-MBTA Advisory Board:

On motion of Selectman Bishop, seconded by Selectman Howard, voted to authorize Chairman to sign and forward municipal election ballot.

Cemetery Deed:

On motion of Selectman Bishop, seconded by Selectman Howard, voted to sign William E. Gobron, 6 Mira Mega Rancho, Santo Margarita, CA 92688 to Lot C3-53.

Boston Region Metropolitan Planning Organization:

On motion of Selectman Bishop, seconded by Selectman Donohue, voted to approve request to verify the contact information for Norwood-current TIP contact is Mark Ryan.

Castle Island Brewing Company, LLC, 31 Astor Avenue:

On motion of Selectman Howard, seconded by Selectman Bishop, voted to set hearing for Alteration of Premises application.

New Business-(cont'd)

Chairman Maloney:

Board's positions on the Special Town Meeting Warrants.

On motion of Selectman Plasko, seconded by Selectman Howard, voted to support Article 1, Light Department Bond Language and Article 2, Light Department Access Road Facility Renovation, on Special Town Meeting #1, and to support Articles 1, Removing deputy fire chief position from civil service, Article 2, authorizing Chief Brooks to serve beyond the age of 65, Article 4, Zoning, Article 5, Authorizing Board to sell Forbes, Article 6, Proposed zoning overlay district for Forbes Hill, Article 7, Unpaid bills on Special Town Meeting #2.

Discussion of Article 3, Repaving Plimpton Avenue, ensued. Selectman Donohue stated she is dedicated to protecting the taxpayers, sometimes mistakes are made, but sometimes they can be fixed. It is important because the street is near the hospital and Lenox Street will be open.

Selectman Plasko said he is opposed for several reasons, first and foremost, we don't have any money. We would have to take this out of Free Cash, but Free Cash has not yet been certified. The town has no money to appropriate at this time. The road was narrowed a little bit, but we should not be narrowing roads. In this case, adding the two feet back would not make it any safer. If we need to address public safety we could do traffic management and control.

Selectman Bishop agreed with Selectman Plasko. It is a money issue, but also the street has the approval of the Asst. Town Engineer, Director of Public Works, the Police Department and the Fire Department. They have gone to that street and placed vehicles on both sides of the road, and drove public safety and ambulance equipment up and down the street without a problem.

Chairman Maloney asked the Manager to outline the public response to this complaint. Mr. Mazzucco said the assistant town engineer and public works director went there and both confirmed that the street was built to the specifications the Town gave the contractor. The specifications have been used for over ten years on over thirty streets. He and Assistant Manager Bernie Cooper went down with the assistant town engineer, DPW Director and Safety Officer Begley. They parked two SUVs on both sides of the street and had an ambulance and a ladder truck drive through. Chief Greeley and Captain Morrice agreed there was no safety issue there. The Manager said there is nothing to correct. The cape cod berm is actually cheaper and allows for more green space, which is better for storm water retention. This is a win-win. From the staff perspective nothing was done incorrectly or against the specifications we use. It would be a waste of money do redo a street that is in perfectly good shape and was just redone.

Selectman Donohue made a motion to support Article 3, repaving Plimpton Avenue. There was no second. On motion of Selectman Plasko, seconded by Selectman Bishop, voted 4-1 to oppose Article 3. Selectman Donohue opposed.

Catherine Carney, Purchasing Agent:

On motion of Selectman Plasko, seconded by Selectman Bishop, voted to declare the second bay of the new Council on Aging garage surplus and authorize Ms. Carney to solicit proposals for the lease of that bay, with restriction that proposals are non-profit or not for profit.

Michael Clemmey, Boch Automotive:

On motion of Selectman Howard, seconded by Selectman Plasko, voted to approve request to move Class I License for DCD H. Norwood, Inc., dba Boch Hyundai from 391 Boston Providence Turnpike to 1201 Boston Providence Turnpike.

On motion of Selectman Howard, seconded by Selectman Bishop, voted to set public hearing on application for a new Class I License for DCD H Norwood, Inc., dba Genesis of Norwood, 1201 Boston Providence Turnpike.

Manager's Update

Submitting HVAC evaluation for Norwood Police Department by BLW Engineers, Littleton, MA.

Light Department Open House on Saturday, October 27th from 9 a.m. to 2 p.m.

Access Road project information night Thursday, Nov 1 at 7:30p.m. in the Police Community Room.

Two Norwood Light Department employees went to Tallahassee provide mutual aid.

The Town has received a \$50,000 grant to get the GIS system up and running.

Selectmen's Addenda

Selectman Bishop

Open House

There will be a Police and Fire Open House Saturday, October 20, 2018.

CHIPs Program

Child identification program will be conducted at the Masonic Lodge this Saturday

Selectman Donohue

Judy Lydon Gormley

Ms. Gormley passed away. She was a member of the NHS Class of 1964 and her father was a Selectman in Norwood. Condolences to the family.

Music Drives Us

November 15, 2018 Auction of the fifteen Guitarts that have been displayed around town. Some of the proceeds will go to Norwood School Music Programs.

Zoning Overlay

Selectman Donohue said the new zoning is a work of art. It is really planning for now and for the future.

Selectman Plasko

Zoning Overlay District

We are petitioning for overlay rezoning district for Forbes Hill property. The matter is before the Planning Board for hearing Monday. He will be there to represent the Board.

Bio-Tech

In late August he brought up the fact that the Town was missing out on a tool to attract Bio-Tech firms to the Town of Norwood. Even though we already host three, we want to see if we can do more to attract them and their skilled and higher paid jobs. We were made aware of this by the Massachusetts Bio-Tech Council and the Board supported putting that application in. We spoke to Mr. Halkiotis, Town Planner who made out the application. Norwood has now been awarded a Platinum Rating, which is the best we can do. Now when Bio-Tech firms are looking for a location, one of the first towns they are likely to look at is towns on that list with a Platinum Rating.

Adjournment

No other business being presented for consideration, on motion of Selectman Plasko, seconded by Selectman Howard, voted to adjourn and the meeting was adjourned accordingly at 8:30 p.m.

A True Record.

ATTEST: _____
Assistant