



The TOWN OF NORWOOD

Commonwealth of Massachusetts

FINANCE COMMISSION

ALAN D. SLATER
CHAIR

ANNE MARIE HALEY
VICE-CHAIR

ROBERT G. DONNELLY

DAVID E. HAJJAR

JUDITH A. LANGONE

FINANCE COMMISSION MEETING

Meeting, Tuesday, October 24, 2017 at 5:30 pm in the Robert M. Thornton Room, Town Hall, 566 Washington Street, Norwood, MA 02062.

A G E N D A

5:30 pm Acceptance of minutes from Tuesday, October 17, 2017

5:35 pm Review of Special Town Meeting (1) articles

- 1 Davis-Marcus land purchase
- 2 Blue Hills Schools renovation

6:00 pm Review of these Special Town Meeting (2) articles:

- 6 - Preschool Staff
- 7 - ELL Teacher
- 8 - Savage preschool renovations
- 9 - Library salaries and incidentals
- 10 - Library HVAC units
- 12 - Information Technology Consultant
- 11 - Litigation DPW Construction

6:30 pm Acceptance of Airport and Recreation Finance Reports

6:35 pm Other business

FISCAL 2018 RESERVE FUND ACTIVITY

Reserve Fund ATM Appropriation:

\$125,000

FINANCE COMMISSION MEETING
Tuesday, October 17, 2017
MINUTES OF MEETING

A meeting of the Finance Commission was held at 5:30 pm, Tuesday, October 17, 2017 in the Robert M. Thornton Room, Town Hall, 566 Washington Street. Attending the meeting were members Judith Langone, Chair, Alan Slater, Vice Chair, Robert Donnelly, and David Hajjar supported by Tom McQuaid, Clerk to the Finance Commission. The main purposes of the meeting included discussion of upcoming November 6, 2017 Special Town Meeting Articles and a review of the Recreation Department Finances.

Chairman Slater asked for discussion on the minutes of October 3, 2017. Mrs. Langone made a motion to accept the minutes, seconded by Mr. Hajjar. The minutes were **approved 4-0**.

Mr. Paul Halkiotis, Town Planner appeared to discuss Article 4 of the second Special Town Meeting, updating the Recreation and Open Space Master Plan for \$30,000. The plan was last updated 7 years ago and it must be updated if it is to be approved by the Metropolitan Area Planning Council (MAPC). Such approval is necessary to be eligible to receive grants. This item was originally included in the Fiscal 2018 departmental request but cut during the budget process. At the Annual Town Meeting a motion was made from the floor to add it to the budget and it was narrowly defeated.

Chief Tony Greeley appeared to speak about Article 13 of the second Special Town Meeting. He presented a five minute video on the Stryker lifting device for ambulances. This is standard equipment in all ambulances delivered after 2016. The Chief would like to retrofit our backup ambulance at a cost of \$45,000. Mrs. Langone suggested Ambulance Receipts as a source of funds as ambulance receipts are exceeding forecasted amounts.

Ms. Cathy Carney, Purchasing Manager spoke about Article 15 of the second Special Town Meeting which is for new HVAC units in the computer department. The units are 17 years old and have had intermittent failures. Cost of replacement is expected to be \$60,000. Chairman Slater, a registered professional engineer confirmed that the expected normal life of such equipment is 15 years. Mrs. Carney also worked with the Library to get quotes for HVAC unit replacements. These will appear as Article 10 on the second Special Town Meeting at a cost of \$45,000.

Mr. Bernie Cooper, Assistant General Manager spoke about Article 16 of the second Special Town Meeting, miscellaneous General Government wages in the amount of \$6,709. One item highlighted is for a reclassification within the General Manager's office and one is for longevity for the Animal Control Officer missed in the budget process.

Mr. Cooper also relayed information about the \$50,000 request in Article 17 of the second Special Town Meeting for General Manager's salary. A portion of the request relates to the compensated balances due to Mr. Carroll upon his retirement and another portion is to provide cushion when hiring the new General Manager.

Mr. Mark Chubet, Building Inspector explained the need for \$39,600 for wiring inspector salaries in Article 18 of the second Special Town Meeting. The incumbent has health issues and a substitute has been employed.

Mr. Cooper spoke of the Article 19 request of the second Special Town Meeting, \$10,000 for unpaid bills. One is a legal expense from Fiscal 2017, another is unpaid compensation. A 9/10 vote of Town Meeting is required.

Mr. Slater asked Mr. Hajjar and Mr. Farley to present their analysis of Recreation Finances. Along with his Power Point Presentation, Mr. Hajjar presented a 29-page detailed report to the Commissioners.

The study looked at programs, user fees, organizational alignment, comparable towns, facilities costs and future opportunities. Finance Commissioners, Recreation Managers and the Town Accountant contributed to the report. We studied 21 Towns in the Metro-West Recreation group as well as Canton and Dedham.

The Fiscal 2018 base budget of \$920,208 is funded by permanent user fees of \$221,204 19.4% and by the taxpayers 80.6%. When factoring the total program including revolving funds, the net contribution by taxpayers is 61.2%.

The report writers set a long-term goal of reducing taxpayer-burden to 40%. Expense reductions are difficult as 87% of the budget relates to salaries. So the focus is on raising user fees over time to approximate the 50th percentile of other town rates. When comparing our costs to those of other towns we excluded the building as most towns do not have one.

User fees recommended to be raised over time are pool tags, swimming and lifeguard training user fees, play camp and challenger program user fees. In addition, each program fee will be increased by \$5.00 to help provide funds for the maintenance of the Civic Center. For instance if there is a program that costs \$65.00 for 7 sessions, the fee will be raised to \$70.00.

Other recommendations include:

- Move some of the salary cost of the Director of the Summer Program to the Revolving fund. This will help reduce permanent cost and align the effort with the expense.
- Recreation Director should project program revenue and expense on a rolling 4-year basis.
- We will monitor Revolving Funds more closely. By law we must return any UNRESERVED funds in excess of \$10,000 to the general fund at year-end. An example of a reserved fund is collecting money for a program in one fiscal year (Play Camp) that will be used to fund the activity in the subsequent year. For example, if \$40,000 is collected for Play Camp and the balance of the Revolving fund does not exceed \$50,000 no money need be returned to the general fund.
- We will examine the capital and ongoing costs and usage of Fr. Mac's pool to determine a pathway forward.

Mr. Slater and other members complemented Mr. Hajjar and Mr. Farley for all their work on the report. He also thanked Mr. Donnelly for his work on the Airport Finances. At the upcoming Meeting of October 24, 2017 both reports will be formally accepted.

In "Other Business" Mr. Hajjar reported that he had recently attended a PBCC Meeting. They have hired an Owner's Project Manager for the Chapel. The scope of work laid out for the architect resulted in cost estimates \$300,000 higher than approved at Town Meeting. They are going through a value engineering process to eliminate non-essential scope. Mr. Hajjar also noted that the PBCC will be asking for \$60,000 in additional legal costs through Article 11 of the second Special Town Meeting. The PBCC will be in next week to discuss both items.

Mr. Donnelly noted a final addition to the Airport Finance Report. Jet fuel tax has been adjusted downward as fuel prices have dropped. This confirmed our belief of why overall airport revenues were down.

There being no other business, on a motion by Mr. Hajjar, seconded by Mrs. Langone, it was **voted unanimously 4-0** to adjourn at 7:25 pm.

A True Copy

Attest: _____
Thomas J. McQuaid, CPA, Clerk-Finance Commission

**SPECIAL TOWN MEETING
MONDAY, NOVEMBER 6, 2017
TOWN OF NORWOOD**

ARTICLE 1.

To see if the Town will approve the \$84,862,768 borrowing authorized by the Blue Hills Regional Technical High School District for the purpose of paying costs of renovating, reconstructing and making extraordinary repairs to the Blue Hills Regional Technical High School, located at 800 Randolph Street, in Canton, Massachusetts 02021, and for the payment of all other costs incidental and related thereto, (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and eighty-nine hundredths percent (55.89%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

On petition of Blue Hills Regional Technical High School District

Recommended by the Finance Commission:

VOTED:

Offered by:

Duly Seconded by:

**SPECIAL TOWN MEETING
MONDAY, NOVEMBER 6, 2017
TOWN OF NORWOOD**

ARTICLE 2.

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain all or a portion of the land with any improvements thereon owned now or formerly by Trumbull Center Limited Partnership and Fairfield Mortgage Partners Limited Partnership and shown on the Assessors' Plans as Lot 1A on Map 14, Sheet 9, containing 27.00 acres, more or less; and, further, to see what sum of money the Town will vote to transfer and appropriate from Surplus Revenue or other available funds, or borrow, for said purpose; provided that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action in the matter.

Recommended by the Finance Commission:

VOTED:

Offered by:

Duly seconded by:

DRAFT YELLOW SHEETNovember 6, 2017 Special Town Meeting(1st Special)

Article 1. This article has been submitted by petition of the Blue Hills Regional Technical High School District.

It requests that you approve the vote taken by the Blue Hills School Committee to undertake major repairs and renovations to the Blue Hills school facilities, and to borrow the sum of \$84,862,768 for that purpose.

The project has received approval for grant funding from the Mass. School Building Authority in the amount of \$43,438,247 or slightly more than 51% of the total cost. In addition, the School District has already committed \$2,778,777 from its existing reserves to defray the costs of the project.

The net cost to the 9 member cities and towns in the District is \$38,645,744. This amount will be bonded, and the annual debt service costs (principal and interest) will be assessed to the cities and towns on an annual basis over the life of the proposed 30-year bond issue.

Each community's annual assessment is based upon its average four-year enrollment as a percentage of overall School enrollment, which stands at 876 this year. Norwood's enrollment has averaged around 7% of the total since 2009; it has been trending slightly down, and stands at 6.33% for the 2014-2017 period. Norwood's enrollment this year is 56 students.

Using these enrollment numbers as a guide, Norwood's share of total costs, including interest, over the 30-year life of the bond would range from \$3,872,000 (using a 3% interest rate) to \$4,900,000 (using a 5% interest rate). The Town's annual assessment would range from \$129,000 to \$163,000 per year. The actual amount would probably end up somewhere in between.

The District's annual operational budget currently has a Capital Improvement line funded at \$600,000 annually. During the initial years of the bond repayment schedule the district can reduce the debt payments passed on to member towns by as much as \$500,000 annually, which could lower Norwood's initial annual project assessment to \$131,000 at a 5% interest rate and \$97,400 at a 3% interest rate.

The law governing regional school districts requires approval or disapproval by member communities in one of two ways:

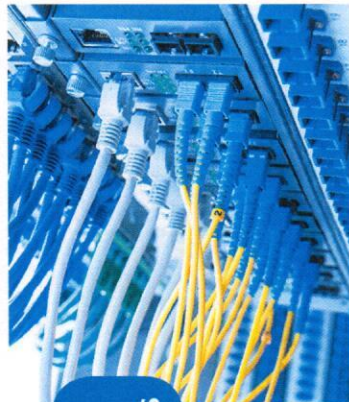
- By a vote of the community's governing body (town meeting or city council) within 60 days of notification by the District. If a community fails to vote within that time frame, the action is considered by default to be a vote to approve the borrowing. However, if any one community votes in the negative, the project is disapproved.
- If this were to occur – that is, one or more communities votes not to approve the project – the law allows the School District Committee to notify the member communities to schedule a District-wide referendum on this single issue. The outcome is decided by a majority of votes on a combined, district-wide basis (not community-by-community). If the majority of voters approves the project, it passes – even if the majority of voters in a particular community voted against it. The cost of the referendum (the timing is determined by the statute) is borne by the individual cities and towns (and not by the school district).

To date, we are not aware of any “No” votes by any of the member communities in the Blue Hills Regional District. Randolph, which has the largest enrollment in the District and which will as a result bear the highest cost, recently voted to approve the project.

We are well aware of the fact that if the project proceeds, the increase in our local assessment will impact our local budgets for both General Government and Schools. We nevertheless believe that that the project has merit, and fully support it.

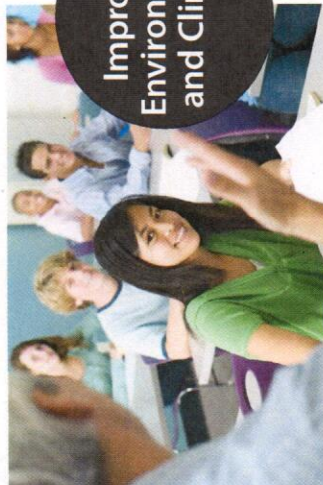
A packet of informational materials prepared by Blue Hills is enclosed with this mailing.

Educational Benefits



Improved Network and Telecommunications

A 21st century education requires up-to-date technology and infrastructure; including a fiber optic backbone, new servers and VIOP communications.



Improve Environment and Climate

No longer will our students be subject to wide temperature variations throughout the school. They will also have the benefit of increased fresh air.



New & Improved Locker Rooms and Lockers

All PE and sports will have new and appropriately sized lockers for both curricular and extracurricular athletics.



Serving the towns of:
Avon
Braintree
Canton
Dedham
Holbrook
Milton
Norwood
Randolph
Westwood

Renovation Project

Positive Benefit Statement

In this brochure you will see many of the structural and educational benefits of a deep renovation for Blue Hills Regional Technical School

TOTAL COST
\$84.8M

WHY NOW?

- We are MSBA approved
- Students need a facility for the 21st century that will prepare them for success
- We cannot afford to wait any longer

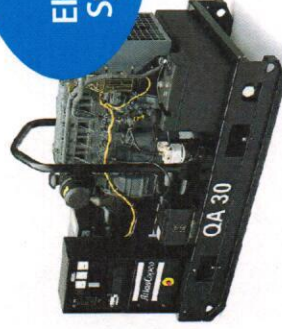
55.89%
MSBA
Reimbursement

Benefits of Improvements to Infrastructure



Improved ADA Compliance

With so many ramps, rails, door handles and other items out of compliance code, BHR will be a more accommodating and inclusive environment once completed.



New Electrical Systems

Safe electrical panels, emergency generators and switch gear are a must in a world where our facilities are seemingly busy 24/7. The increased number of computers, demand electricity and we are going to be ready.



Improved Life Safety Systems

- Fire Alarms
- Fire Annunciation
- A new PA System
- New Security System



New Windows & Entries

Improving the outer facade of the building with low-E glass and new windows is just common sense in an energy-efficient educational world.



New HVAC & Plumbing

A new HVAC System will replace the failing heating loop. Our building will have a more evenly heated and cooled environment, making it a great place to learn.



Improved Roof

We will be able to make all of our necessary rooftop changes while extending the warranty of our previous roof project.

Blue Hills Renovation Project Cost Models – Town of Norwood

Attached are the current financial models developed for the Blue Hills Renovation Project by Peter Frazier of First Southwest Financial

PAGE 2:

Shows the total Project cost, MSBA reimbursement, proposed and bonding schedule

PAGE 3:

Illustrates the project cost at a 5% interest rate. The chart also show the impact on each towns share when the district applies it either \$350,000 or \$500,000 of currently budgeted funds to reduce the share of the bond payment passed on to member towns.

PAGE 4:

Illustrates the project cost at a 3% interest rate. According to our financial institution **page 4 shows the most likely scenario** relative to the share of the bond repayments by each member municipality. The chart is similar to the one on page 3. The most likely initial project cost is displayed on line 4 of page 4.

PAGES 5 & 6:

Illustrate historical enrollment trends

PROJECT COST OVERVIEW FROM PAGE 4

Projected total cost to the Town of Norwood - \$3,871,796

Projected initial cost to Town of Norwood Fiscal Year 2019 - \$0.00

Projected initial cost to the Town of Norwood Fiscal Year 2020 - \$97,400

Projected impact on assessment – 9% increase

Projected cost per student Fiscal Year 2020 - \$1,754

Projected range of costs remaining 29 years - \$97,400 to \$129,060 annually at 3% interest rate

Project Cost and Borrowing Schedule

Total MSBA project budget: \$84, 862,768

Total approved MSBA maximum reimbursement: \$43,438,247

Approved MSBA reimbursement rate: 55.89%

True reimbursement rate eligible costs: 51.19%

Amount of project self-funded through December 2017: \$2,778,777

Includes all costs associated with the Feasibility Study, Schematic Design, and Design Development phases

Projected total cost to member towns:

\$38,645,744

Anticipated maximum amount to be fully bonded for 30 years:

\$40,000,000

Additional \$3 Million in BAN in 2019 until full MSBA reimbursement

Anticipated borrowing schedule:

\$10,000,000 in BAN, January 2018 to July 2018

\$21,500,000 30-Year Bond (includes re-financing prior BANs), July 2018

\$18,500,000 30-Year Bond, January 2019 – Amount to be adjusted based on actual costs

\$3,000,000 BAN for 1 year until full MSBA reimbursement received

First payment from member towns anticipated in fiscal year 2020

See accompanying average annual payment worksheets

Average Annual Payment by Member Town

Using FY 2014 to FY2017 Enrollment Averages

5% Interest Rate Assumed

Full \$40M Borrowed

\$3M additional BAN until full MSBA Reimbursement

Row 2 Assumes Level Debt Model - 30 Payments

Row 3 Assumes District pays first \$350,000 using Capital Budget Funds currently included in Budget

Row 4 Assumes District pays first \$500,000 using Capital Budget Funds currently included in Budget

Row		Totals	Avon	Braintree	Canton	Dedham	Holbrook	Milton	Norwood	Randolph	Westwood
1	Total Project Cost at 5%	\$77,393,001	\$4,348,666	\$13,906,881	\$5,628,975	\$6,953,460	\$12,405,844	\$4,370,735	\$4,900,545	\$24,215,672	\$ 662,223
2	Average annual payment at 5%	\$ 2,579,766	\$ 144,956	\$ 463,563	\$ 187,632	\$ 231,782	\$ 413,528	\$ 145,691	\$ 163,351	\$ 807,189	\$ 22,074
3	5% with first \$350K funded by district	\$ 2,229,766	\$ 125,289	\$ 400,671	\$ 162,176	\$ 200,336	\$ 357,424	\$ 125,925	\$ 141,189	\$ 697,677	\$ 19,079
4	5% with first \$500K funded by district	\$ 2,079,766	\$ 116,861	\$ 373,717	\$ 151,266	\$ 186,859	\$ 333,380	\$ 117,454	\$ 131,691	\$ 650,743	\$ 17,795

Ability of the district to reduce the project cost impact on member towns

1. Blue Hills has the ability to reduce the initial bonding assessments by up to \$500,000 through the use of budgeted capital dollars.
2. Blue Hills could continue to annually reduce the bonding assessment through the use of the stabilization fund by budgeting current capital budget funds and some E & D funds toward the bond repayments each year.

Average Annual Payment by Member Town

Using FY 2014 to FY2017 Enrollment Averages

3% Interest Rate Assumed

Full \$40M Borrowed

\$3M additional BAN until full MSBA Reimbursement

Row 2 Assumes Level Debt Model - 30 Payments

Row 3 Assumes District pays first \$350,000 using Capital Budget Funds currently included in Budget

Row 4 Assumes District pays first \$500,000 using Capital Budget Funds currently included in Budget

Row	Totals	Avon	Braintree	Canton	Dedham	Holbrook	Milton	Norwood	Randolph	Westwood
1	Project total Cost at 3%	\$3,435,771	\$10,987,474	\$4,447,310	\$5,493,753	\$ 9,801,543	\$3,453,207	\$3,871,796	\$19,132,190	\$ 523,206
2	Average annual payment at 3%	\$ 114,526	\$ 366,249	\$ 148,244	\$ 183,125	\$ 326,718	\$ 115,107	\$ 129,060	\$ 637,740	\$ 17,440
3	3% with first \$350K funded by district	\$ 94,859	\$ 303,357	\$ 122,787	\$ 151,679	\$ 270,614	\$ 95,341	\$ 106,898	\$ 528,227	\$ 14,447
4	3% with first \$500K funded by district	\$ 86,431	\$ 276,403	\$ 111,878	\$ 138,202	\$ 246,570	\$ 86,870	\$ 97,400	\$ 481,294	\$ 13,161

Ability of the district to reduce the project cost impact on member towns

1. Blue Hills has the ability to reduce the initial bonding assessments by up to \$500,000 through the use of budgeted capital dollars.
2. Blue Hills could continue to annually reduce the bonding assessment through the use of the stabilization fund by budgeting current capital budget funds and some E & D funds toward the bond repayments each year.

Each Town's Annual Payment is based on their four-year rolling average enrollment at Blue Hills Regional High School

Member Town Historical 4-Year Average Enrollment
 DESE Foundation Budget Enrollment
 Based on DESE Foundation Budget Enrollment Numbers

Fiscal Years	2014 to 2017	2013 to 2016	2012 to 2015	2011 to 2014	2010 to 2013	2010 to 2009
Avon	49.25	46.75	42.50	39.50	36.50	36.75
Braintree	157.50	151.75	141.50	131.25	123.25	116.00
Canton	63.75	63.75	64.75	68.75	74.50	79.75
Dedham	78.75	73.50	66.00	57.75	47.75	43.50
Holbrook	140.50	141.50	137.50	133.75	136.25	140.25
Milton	49.50	50.50	49.75	48.75	46.00	45.00
Norwood	55.50	58.00	62.00	65.50	64.00	61.25
Randolph	274.25	271.00	278.25	291.75	303.25	310.75
Westwood	7.50	7.00	6.00	6.00	7.25	8.75
	876.50	863.75	848.25	843.00	838.75	842.00

Member Town's Historical 4-Year % of District Enrollment
 DESE Foundation Budget Enrollment
 Based on DESE Foundation Budget Enrollment Numbers

Fiscal Years	2014 to 2017	2013 to 2016	2012 to 2015	2011 to 2014	2010 to 2013	2010 to 2009
Avon	5.62%	5.41%	5.01%	4.69%	4.35%	4.36%
Braintree	17.97%	17.57%	16.68%	15.57%	14.69%	13.78%
Canton	7.27%	7.38%	7.63%	8.16%	8.88%	9.47%
Dedham	8.98%	8.51%	7.78%	6.85%	5.69%	5.17%
Holbrook	16.03%	16.38%	16.21%	15.87%	16.24%	16.66%
Milton	5.65%	5.85%	5.87%	5.78%	5.48%	5.34%
Norwood	6.33%	6.71%	7.31%	7.77%	7.63%	7.27%
Randolph	31.29%	31.37%	32.80%	34.61%	36.15%	36.91%
Westwood	0.86%	0.81%	0.71%	0.71%	0.86%	1.04%

COSTS AVOIDED BY SUPPORTING THE CURRENT PROJECT

The current structure of the project has the MSBA paying for over 50% of the renovations if approved in the fall of 2017. A one-year delay in the project could cost member towns an additional 3 to 4 million dollars. Should the project be indefinitely delayed or rejected repairs / renovations to the building could cost member towns anywhere from \$10 to \$50 million dollars more over time. Below are some examples as to how this project is saving the member communities millions of dollars in repair costs over time.

Cost of a New Building

The MSBA stated reimbursement of \$43,438,247 on the Blue Hills' \$84.8 Million dollar project is greater in percent and in dollars than Cape Cod Tech is receiving for a building a new school and significantly greater in percent than Minuteman Tech is getting for building a new school.

CC Tech – MSBA grant of \$41,219,899 for a \$128,062,881 project

Minute Man Tech – MSBA Grant of \$44,139,213 for a \$144,900,000 project

Should the Blue Hills project be delayed into the distant future and resulting in the need for a new building the current value of the additional cost is in excess of \$40 million dollars.

Continued Cost Escalation

Should the Blue Hills project be delayed for a year or two construction cost escalation of 5% for each year delayed should be anticipated. With the MSBA maximum dollar reimbursement established, the member towns would bear the full cost of any inflation. That additional cost would be in excess of \$4 million dollars per year delayed.

Costly Repairs and System Failures

Should the project fail to pass altogether, the district would need to increase its funding for repair/renovation projects, as the need for replacing the electrical infrastructure, HVAC systems, and windows would remain. Addressing these items would require funding of the stabilization account. Currently the district has \$600,000 in capital improvement costs in the budget. The capital repair budget could double or triple, while the district builds the funds to pay for these repairs and renovations. More importantly this leave minimal funds to address major infrastructure repairs when they arise. Significant systems failure could result in the closing of the building for the short or long-term.

The cost of these projects will be done without reimbursement from the MSBA. The cost of 50% of each of these projects is an additional expense and must be covered by the member towns as they pay for 100% of the work.

ADA and Life Safety Upgrade Costs

Eventually the district will pass the building improvement and repair spending threshold that requires the district to address the building's ADA and life safety regulatory compliance issues. Approximately \$10 million dollars of the proposed project is designated for these types of improvements. The entire cost will be the responsibility of the member town's resulting in the project costing the towns 100% more than the current proposed project.

List of Articles
Special Town Meeting #2
November 6, 2017

#	DESCRIPTION	AMOUNT	SOURCE of FUNDS				COMMENT
			Free Cash	Internal	Account	Acct Description	
	A	B	C	D	E	F	G
1	Add'l beer & wine licenses	NA					Citizen petition
2	Add'l beer & wine licenses at Norwood Commerce Center (Endicott St.)	NA					Citizen petition
3	Treasurer - use of Bond Premiums	NA					
4	Open Space & Recreation Master Plan	\$ 30,000		\$ 9,400	4030-16	Group Health Insurance	
				4,000	0024-17	Gen Manager Postage	
				6,600	2374-17	Refuse Removal	
				5,100	1914-17	Civic Electricity	
				2,900	1915-17	Civic Heat	
				2,000	1918-17	Civic Bldg Repairs	
5	Zoning article -238 Pleasant St.	NA					amend zoning map ("Kelly's")
6	Schools - add'l. pre-school staff	80,000	\$ 80,000				
7	Schools - add'l. ELL teacher	60,000	60,000				
8	Schools - renovations at Savage for Pre-School	91,662		82,963	7356-17	Cleveland Floors	Source: Cleveland Floors
				8,699	3392-16	Coakley Driveway	Source: Coakley Driveway
9	Library Salaries & Incidentals	5,000	5,000				
10	Library - Replace 2 RTUs (A/C units)	45,000	45,000				PBCC - tent.
11	Litigation - DPW Yard	60,000	60,000				
12	IT Study	35,000	35,000				Source Voting Machines
13	Fire Dept. Ambulance - patient transport system	45,000		10,000	0386-18	FD Vehicle Maint	2nd Ambulance ("Stryker")
				5,000	0387-18	FD Operations	
				4,400	0391-18	FD Uniform Allow	
				6,100	0398-18	FD New Uniforms	
				19,500	0149-18	Voting Machines	
14	Fire Dept. contract	-	-				place-holder
15	Town Hall - Replace Computer Room A/C	60,000	60,000				
16	General Govt. Wage & Salary items	6,709		1,132	2374-17	Refuse removal	corrections, reclass., etc.
				175	2376-17	Refuse removal	
				100	2377-17	Refuse removal	
				293	2378-17	Refuse removal	
				3,606	0024-18	Gen Man Postage	
				150	7226-18	Human Resource Misc	
				1,253	0231-18	Muni Ofc Telephone	
17	General Manager's Salary	50,000	50,000				est.
18	Wiring Inspector Salaries	39,600	39,600				est.
19	Unpaid Bills (estimate)	11,209	-	613	0404-18	Police Fire Bldg Maint	
				3,423	0142-18	Litigation	
				115	7595-18	HR Incid	
				168	1851-18	Library supplies	
				155	0231-18	Muni Tele Alarm	
				200	1908-18	Rec Overtime	
				5,819	0316-18	Police Holiday	
				716	0318-18	Police Educ Incen	
		\$ 619,180	\$ 434,600	\$ 184,580			

COMMONWEALTH OF MASSACHUSETTS

SPECIAL TOWN MEETING WARRANT



TOWN OF NORWOOD

Norfolk, ss.

To either of the constables in the Town of Norwood in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Norwood, qualified as the law requires to vote in Town affairs, to meet in the **Auditorium of the Norwood High School on 245 Nichols Street** in said Town on **Monday, November 6, 2017, 7:35 o'clock** in the afternoon to meet and act at said time and place on the following Articles:

ARTICLE 1. To see if the Town will vote to petition the Massachusetts Legislature for a special law which would empower the Board of Selectmen, as local licensing authority, to issue additional licenses, for the sale of wine and beer for on-premises consumption in the Town of Norwood.

On petition of Angela Marengi, et al.

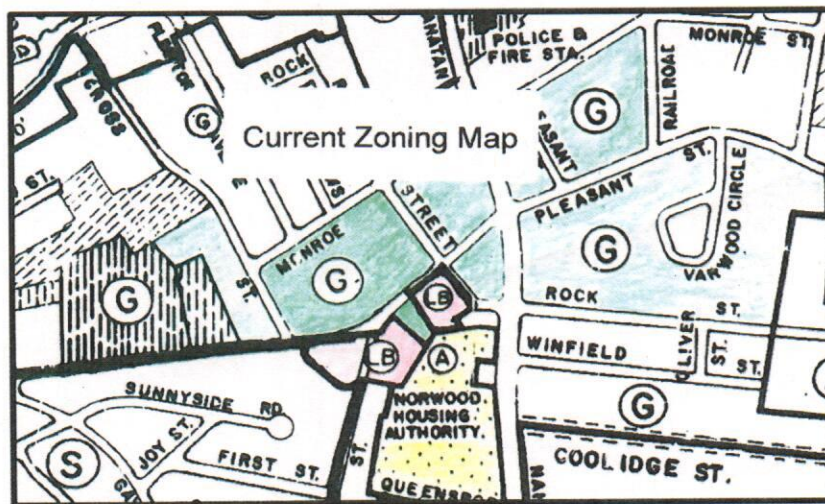
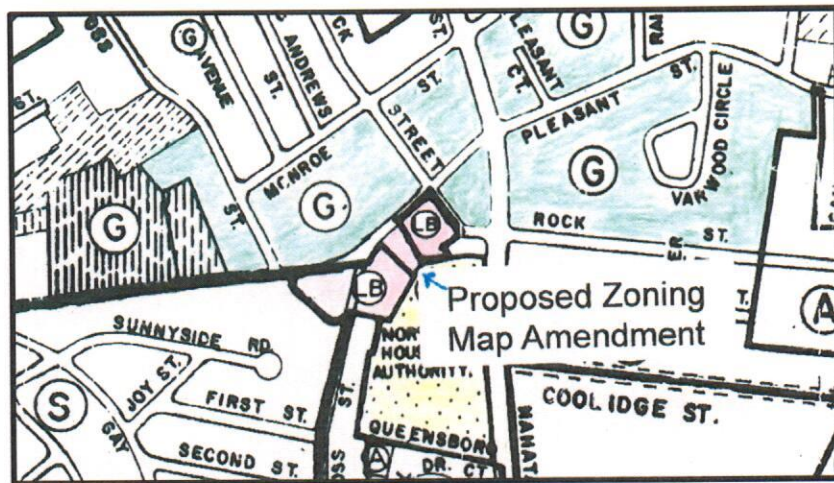
ARTICLE 2. To see if the Town will vote to petition the Massachusetts Legislature for a special law which would empower the Board of Selectmen, as local licensing authority, to issue up to a maximum of 2 licenses for the sale of wine and malt for on-premises consumption at the Norwood Commerce Center complex located at 61 Endicott Street; or take any other action in the matter.

On request of Steve Kitay, Grass Roots Cultural and Performing Arts Center

ARTICLE 3. To see if the Town will vote to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or take any other action in the matter.

ARTICLE 4. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for an Open Space and Recreation Master Plan, or take any other action in the matter.

ARTICLE 5. To see if the Town will vote to amend the Official Zoning Map by changing the Zoning designation on a portion of a property located at 238 Pleasant Street from the General Residence Zoning District (G) to the Limited Business Zoning District (LB) as shown below.



ARTICLE 6. To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide funds to pay for any additional Preschool Staff for the FY18 School Department budget, or take any other action in the matter.

ARTICLE 7. To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide funds to pay for an additional English Language Learner Teacher for the FY 18 School Department budget, or take any other action in the matter.

ARTICLE 8. To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide funds for expenses related to the renovation of a portion of the Savage Center to accommodate the relocation of the preschool program from the Willett School, or take any other action in the matter.

ARTICLE 9. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for the F.Y. 2018 Library Salaries and Library Incidentals accounts, or take any other action in the matter.

ARTICLE 10. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for replacement of two roof-top air conditioning units at the Morrill Memorial Library, or take any other action in the matter.

ARTICLE 11. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for expenses related to litigation involving the construction of the Public Works Yard, or take any other action in the matter.

ARTICLE 12. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for the purpose of expenses related to hiring of an independent consultant to review our current Information Technology system and make any recommendations, or take any other action in the matter.

ARTICLE 13. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for a patient transport loading system for the Fire Department ambulance, or take any other action in the matter.

ARTICLE 14. To see what sum of money the Town will vote to raise by taxation and/or transfer from surplus revenue or other available funds and appropriate for F.Y. 2018 salaries and other costs related to settlement of the Fire Department contract, or take any other action in the matter.

ARTICLE 15. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for replacement of the air conditioning system in the Computer Department at the Town Hall, or take any other action in the matter.

ARTICLE 16. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for F.Y. 2018 General Government Wages & Salaries, or take any other action in the matter.

ARTICLE 17. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for adjustments to the F.Y. 2018 General Manager's Salary account, or take any other action in the matter.

ARTICLE 18. To see what sum of money the Town will vote to transfer and appropriate from surplus revenue or other available funds for the F.Y. 2018 Wiring Inspector Salaries, or take any other action in the matter.

ARTICLE 19. To see what sum of money the Town will vote to transfer from surplus revenue or other available funds and appropriate for payment of unpaid bills, compensation and other obligations from prior fiscal periods, or take any other action in the matter.

Any individual with a disability who needs accommodations related to accessibility/communications or other aspects of participation in Town Meeting or other related programs should contact:

John J. Carroll
General Manager
Town of Norwood
566 Washington St.
Norwood, MA 02062
(781-762-1240)

David Hern, Jr.
Town Meeting Moderator
Town of Norwood
566 Washington St.
Norwood, MA 02062
(781-762-1240)

THE TOWN OF NORWOOD DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY.

And you are directed to serve this warrant by posting attested copies thereof in ten public places in this Town fourteen days at least before the time and day of said meeting. Hereof fail not and make due return of this warrant with your doings thereon to the Selectmen on or before the day and time of said meeting.

Given under our hands at Norwood this tenth day of October A.D. 2017.

William J. Plasko, Chairman

Helen Abdallah Donohue

Paul A. Bishop

Allan D. Howard

Thomas F. Maloney

Selectmen of Norwood