NOVEMBER 27, 2018 SPECIAL TOWN MEETING WARRANT

NORFOLK, ss.
To either Constable in the Town of Norfolk, in said County:

GREETINGS:
You are required in the name of the Commonwealth of Massachusetts to notify and warn the inhabitants of Norfolk, qualified to vote in Town affairs residing in Precincts 1, 2, and 3, to meet on Tuesday, November 27, 2018 at 7:00 p.m. at the King Philip Middle School, 18 King Street, Norfolk, MA 02056, for a Special Town Meeting, then and there to act on the following articles, viz:

ARTICLE 1 Submitted by the Finance Director
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 bond 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.

Town Administrator Comments
Article 1 is requesting authority to transfer any premium (money) received by the Town during a bond issuance to the related project. This will allow us to reduce the actual amount borrowed by the Town.

ARTICLE 2 Submitted by the Board of Selectmen
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2019; or take any other action relative thereto.

Town Administrator’s Comments
Article 2 is the Transfer article and asks for authorization to adjust budgets for the current fiscal year. The anticipated transfer list is at the end of this booklet.

ARTICLE 3 Submitted by the Board of Selectmen
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to Massachusetts General Laws Chapter 44, Section 64; or take any other action relative thereto.

Town Administrator’s Comments
Article 3 is the request to authorize paying bills from a prior fiscal year, of which we have two bills this year.
ARTICLE 4
Submitted by the Board of Selectmen
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund capital and other expense items; or take any other action relative thereto.

Town Administrator’s Comments
Article 4 is intended to request authorization to purchase capital items for the General Fund.

ARTICLE 5
Submitted by the Board of Selectmen
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund capital and other expense items for the Water Enterprise Fund; or take any other action relative thereto.

Town Administrator’s Comments
Article 5 is intended to allow the authorization of capital items for the Water enterprise fund.

ARTICLE 6
Submitted by the Board of Selectmen
To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund capital and other expense items for the Waste Water Enterprise Fund; or take any other action relative thereto.

Town Administrator’s Comments
Article 6 is intended to allow the authorization of capital items for the Waste Water enterprise fund.

ARTICLE 7
Submitted by the Board of Selectmen
To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

Town Administrator’s Comments
Article 7 provides the opportunity for Town Officials to provide status updates and for residents to ask questions.

ARTICLE 8
Submitted by Community Preservation Committee
To see if the Town will vote to allocate from the Community Preservation Fund, $60,800 from the Affordable Housing Reserve and $250,000 from the Undesignated Reserve to be transferred to the Norfolk Affordable Housing Trust Fund, to be used to created affordable housing in the Town of Norfolk: subject to a grant agreement between the Norfolk Board of Selectmen and the Norfolk Affordable Housing Trust and approved by the Community Preservation Committee, specifying how the funds will be used, time
frame, and reporting and accountability of the funds, or take any other action relative thereto.

**Town Administrator’s Comments**
Article 8 is a request to transfer funds from the Community Preservation Fund to the Norfolk Affordable Housing Trust Fund.

**ARTICLE 9**
Submitted by the Planning Board
To see if the Town will vote to amend Section D.4.d.2 of the Norfolk Zoning bylaws by making the following revisions, with underline type indicating additions and strikethrough type indicating deletions, or take any other action relative thereto:

D.4.d.2. The boundaries of the Water Supply Protection District are delineated on the Zoning Map dated November 27, 2018 which is depicted a map available on the Mass GIS Oliver Maps, Aquifer and Zone IIs for aquifer and water supply zone IIs, “and is hereby made a part of this Bylaw. These boundaries reflect the best hydrologic information available as of the date of the map(s). In the event of a discrepancy between the map and the criteria that follow, the criteria shall govern.

**Town Administrator Comments**
Article 9 is a request to modify the Zoning Bylaws. The Planning Board’s recommendation will be distributed at Town meeting and is available on the Town’s website.

**ARTICLE 10**
Submitted by Planning Board
To see if the Town of Norfolk will vote to amend Section F.11 Site Plan Approval of the Norfolk Zoning Bylaws by removing any reference to “Building Commission/Zoning Enforcement Officer” and replace with “Planning Board”; or take any other action relative thereto.

**Town Administrator’s Comments**
Article 10 would transfer the authority of the Zoning Bylaw F.11 from the Building Commission to the Planning Board. The Planning Board has recommended Indefinite Postponement of this article.

**ARTICLE 11**
Submitted by Planning Board
To see if the Town of Norfolk will vote to amend Section F.11.b. Procedure for Approval of the Norfolk Zoning Bylaws by making the following revisions to the first paragraph, with underline type indicating additions and strike through type indicating deletions; or take any action relative thereto:

Any person desiring approval of a site plan under this Section shall submit fifteen (15) copies of said plan with application for approval and appropriate fee in accordance with the Site Plan Approval Rules and Regulations as most recently amended thereof directly to the Planning Board. The Board shall, within fifteen (15) days after the receipt thereof, transmit one (1) copy of such plan to the

**Town Administrator’s Comments**

Article 11 would direct applicants to submit plans according to the then current Site Plan Approval Rules and Regulations.

---

**ARTICLE 12**

Submitted by Energy Committee

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money not to exceed $15,000 (fifteen thousand dollars) for the completion of Modified ASHRAE Level 1 Energy Audits of Norfolk Town Facilities; or take any other action relative thereto.

**Energy Committee Comments**

Article 12 is intended to request authorization for the procurement of energy audits of all of the Town’s facilities for the purpose of identifying all opportunities for energy conservation measures. This article will support the Town’s goal of meeting the requirements for all five Criteria for designation as a Green Community by the Massachusetts Department of Energy Resources in 2019. The energy conservation measures identified in the energy audits will enable the Town to develop a strong Energy Reduction Plan for the purposes of satisfying Criterion 3. Upon designation, the Town will qualify for a designation grant of approximately $140,000 under the Green Communities Program and subsequent rounds of annual competitive grant funding.

---

**ARTICLE 13**

Submitted by the Board of Selectmen

That the Town authorize the Board of Selectmen to acquire, by gift, purchase, grant or otherwise, a portion of a parcel of land from Commonwealth of Massachusetts, which parcel is shown on Assessors Map 19, Block 72, Parcel 3 and contains approximately 5 acres, being a portion of those lands of the Commonwealth shown on “Plan of Land in Walpole, MA” dated January 14, 2015, prepared by Northeast Survey Consultants. The exact boundaries of the parcel, containing approximately 5 acres, shall be determined by the commissioner of capital asset management and maintenance in consultation with the commissioner of correction by a survey which shall be reviewed and approved by the secretary of energy and environmental affairs and the town of Norfolk; for active and passive recreation open space, forest and water supply protection, management and conservation, environmental education and research and public access purposes, and to enter into such agreements with the Commonwealth by and through the Division of Capital Asset Management and/or other appropriate agency of the Commonwealth in accordance with the provisions of Chapter 168 of the Acts of 2013 as are necessary for such acquisition, to convey said land to the Town, and if so required to approve such disposition under Article 97 of the Amendments of the Massachusetts Constitution; and further to transfer from Free Cash a sum of $5,000 for the foregoing acquisition and costs related thereto; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project; or take any other action relative thereto.
Town Administrator’s Comments
Article 13 gives the Selectmen the authority to acquire land offered by the Commonwealth to expand the Pond Street Recreation field.

ARTICLE 14
Submitted by the Board of Selectmen
To see if the Town will vote to amend the General Bylaws, Article III, Section 4 – Council on Aging, by deleting the following from Paragraph A; “Members appointed or reappointed may serve more than two (2) consecutive terms, beyond June 2003, only if each pair of consecutive terms is followed by at least one year of non-membership.”; or take any other action relative thereto.

Town Administrator Comments
Deleting this line allows the Selectmen and Council on Aging to retain members on the Council for more than two terms.