

**PARTICIPATING FINCOM MEMBERS:** Lois Stearns, Dan Campbell, Sue Kaczinski, Bernhard Porada and Tony Matteo

**FINCOM MEMBERS ABSENT:** Jack Spanbauer

**ALSO PARTICIPATING IN VIDEO CONFERENCE:** Andrea Llamas, Town Administrator; Barbara “Bee” Jacque, Selectboard Member; Beth Walker, FINCOM Secretary

Stearns called the meeting to order at 6pm

*Stearns read the following statement as per the agenda:*

*“Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, MGL, C30A. s20, and the Governor’s March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Northfield Finance Committee will be conducted via remote participation. These minutes will be posted on the Town of Northfield Website as soon as possible after the meeting”*

• **REVIEW AND APPROVAL OF MINUTES**

- Minutes from the 10/18/2021 meeting were reviewed.
  - A motion was made by Campbell, seconded by Matteo, and VOTED unanimously to accept the October 18<sup>th</sup>, 2021 meeting minutes as written.

• **UPDATES FROM TOWN ADMINTRATOR**

- Radios for Police and EMS are installed as far as Llamas knows; she does not know status of the Fire dept radios.
- No word on Free Cash as of this moment
- Accounting is still finalizing the balance sheet
- It is appearing that the FY22 tax rate will be a decrease (more than originally anticipated). Tax Classification hearing date has not been set yet but should be within the next 1-2 weeks
- Special Town Meeting (STM) that was originally scheduled for December 15<sup>th</sup>, 2021 is getting moved to December 20<sup>th</sup>, 2021
- Draft Warrant presented to FINCOM; discussion
  - NES moving funds to do some engineering work
  - Town Clerk assistant position (FINCOM will wait to hear what Llamas comes up with for Funding source)
  - Donation of land from Northfield Mount Hermon (formerly the “Girl Scout House” property/Pentecost Rd)
  - Emergency Services Facility to continue the process (Porada asked for a brief update on the Public Safety Complex as he was not able to attend the last meeting; Llamas gave update)
  - Mullins Rule discussion
  - Codification for general by-laws and zoning
- Jacque asked for update on Mosquito control; town needs to vote to join the district, Llamas to create an article for warrant for this.
- Parking Lot update discussion. Llamas met with Highway Superintendent, Tom Walker, today. Cannot drain into the State drain. T Walker is going to speak to engineers whom he has worked with in the past to see what alternative there is for drainage.
- Town Clock update discussion. Llamas and Campbell both provided information. David Smith is in progress of repairing the motor. Another individual removed, cleaned and polished the clock face. The electric portion of it is in process as they are bringing it up to code. 85% complete per Campbell.
- Discussion on status of Maintenance Position. There are (5) applicants for this position, the screening committee will determine the best 3 or 4 individuals and have interviews with the selectboard at the end of the month.

**NORTHFIELD FINANCE COMMITTEE MEETING MINUTES**  
**NOVEMBER 15, 2021 6:00 PM**  
**VIDEO CONFERENCE VIA ZOOM**

- Llamas, Stearns, Jacques and Mary Sullivan-Bowen (Selectboard member) met prior to this FINCOM meeting to review the wage and classification for this maintenance position. Jacques will be reviewing the job description and then forwarding to Llamas.
- Discussion on Regional Agreement
- Llamas stated that Senator Hines and Comerford have submitted an amendment for regional storm damage in the amount of 7.5 million
- **MEETINGS ATTENDING REPRESENTING THE FINANCE COMMITTEE**
  - Matteo (CPC): there will be a forum on 11/18/2021 with a video presentation- about 1 hour-
  - Porada (Public Safety Complex): as noted above did not attend last meeting but Llamas provided an update
- **NEXT MEETING**
  - December 13<sup>th</sup>, 2021 at 6 pm.
  - STM on December 20<sup>th</sup>, meet just before (6:30/6:40 pm; tbd)
  - Matteo inquired about meeting in person; Stearns said possibly the beginning of the year they will start to meet back in person.

*A motion was made by Campbell, seconded by Matteo and VOTED unanimously to adjourn the FINCOM meeting*

Meeting adjourned at 7:27pm

Submitted by:  
Bethany Walker  
FINCOM Secretary

Approved On: 12/24/2021

Approved By: Anna R. Campbell