

[NORTHFIELD SELECT BOARD MEETING MINUTES]

July 12, 2022

Northfield Town Hall
69 Main St

Select Board Present: Barbara “Bee” Jacque, Chair; Heath Cummings, Vice Chair; Bernard Boudreau, Clerk; Alexander Meisner; Mary Bowen

Also Present: Andrea Llamas, Town Administrator; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

Others Present: Leslie Cameron, Cameron’s Winery; Paul Cameron, The Backroom Brewery Co. LLC; David Wells; Tom Walker, Highway Superintendent

- Meeting called to order at 6:00 pm
- **Scheduled Appointments**
 - **Cameron’s Winery**
 - Motion by Meisner, seconded by Boudreau the Select Board voted to open the hearing at 6:00 pm for:
 - Public Notice: The Select Board, local licensing authority (LLA) for the Town of Northfield, received an application for a Change of Manager and Change of Ownership Interest from Leslie Cameron, D/B/A Cameron’s Winery, to be exercised at 1046 Millers Falls Rd, Northfield, Massachusetts. In accordance with the provisions of M.G.L Chapter 138, Section 12, a Public Hearing will be held at the Select Board Meeting room Northfield Town Hall, 69 Main Street, Northfield, MA on July 12, 2022 6:00 pm for an Annual 19H Farmer Series Pouring Permit Wines and Malts license. Roll call vote: Meisner yes, Cummings yes, Jacque yes, Bowen yes and Boudreau yes, unanimous.
 - Ownership of Cameron’s Winery currently naming Paul Cameron as manager/owner to be changed to Leslie Cameron. Paul Cameron has started a business called The Backroom Brewery Co. LLC and will be the manager.
 - Motion by Meisner, seconded by Boudreau to close the hearing. Roll call vote: Jacque yes, Boudreau yes, Cummings yes, Meisner yes and Bowen yes, unanimous.
 - Motion by Boudreau, seconded by Meisner the Select Board voted to approve the application for a change of manager and change of ownership interest from Leslie Cameron, D/B/A Cameron’s Winery, 1046 Millers Falls Rd, Northfield, MA for an Annual 19H Farmer Series Pouring permit wines and malts
 - **The Backroom Brewery Company LLC**
 - Motion by Meisner, seconded by Bowen the Select Board voted to open the hearing at 6:15 pm for:
 - Public Notice: The Select Board, local licensing authority (LLA) for the Town of Northfield, received an application for a new 19H Farmer Series Pouring permit from Paul Cameron, D/B/A The Backroom Brewing Company LLC, to be exercised at 1046 Millers Falls R, Northfield, Massachusetts. In accordance with the provisions of M.G.L Chapter 138, Section 12, a Public Hearing will be held at the Northfield Town Hall, 69 Main Street, Northfield, MA on July 12, 2022 at 6:15pm, Select Board Meeting room for an annual 19H Farmer Series Pouring Permit; Wines & Malts license. Roll call vote: Meisner yes, Cummings yes, Jacque yes, Bowen yes and Boudreau yes, unanimous.
 - Paul Cameron has been brewing beer for 27 years. The business is located next to the winery with indoor and outdoor seating
 - Leslie Cameron gave a summary of the process to open and license a brewery from the state. The process took about 8 months
 - Motion by Meisner, seconded by Cummings to close the hearing. Roll call vote: Jacque yes, Boudreau yes, Cummings yes, Meisner yes and Bowen yes, unanimous.
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the application for a new 19H Farmer Series Pouring Permit for Paul Cameron D/B/A The Backroom Brewing Company LLC, 1046 Millers Falls Rd for an annual 19H Farmer Series Pouring permit, wines and malts license
 - **Highway Department Truck Driver/Laborer appointment David Wells**
 - Highway Superintendent Tom Walker introduces David Wells to the Select Board

July 12, 2022

Northfield Town Hall
69 Main St

- Wells stated he enjoyed working outside and driving trucks and felt this position was a good opportunity for possible advancement
 - Wells possess a CDL license
 - Motion by Meisner, seconded by Boudreau the Select Board voted to appoint David Wells as Truck Driver/Laborer for the Northfield Highway Department at grade 7 step 3
- **Review and Approval of Warrants**
 - Motion by Meisner, seconded by Cummings the Select Board voted to approve the 6/30/22 Payroll warrant of \$20,223.62
 - Motion by Cummings, seconded by Boudreau the Select Board voted to approve the 6/30/22 Vendor warrant of \$728,628.89
 - Motion by Cummings, seconded by Meisner the Select Board voted to approve the 7/13/22 Payroll warrant of \$52,011.46
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the 7/13/22 Vendor warrant of \$179,223.34
- **Review and Approval of Minutes**
 - Motion by Cummings, seconded by Bowen the Select Board voted to approve the minutes of 6/28/22
- **Interim Selectboard Meetings**
 - 07/11/22 w/ Finance Committee
- **Meetings/Events attended by Selectboard members**
 - Boudreau: Franklin Regional Council of Government Emergency Preparedness; Board of Health meeting; Finance Committee meeting; Hiring Committee for Highway Department position
 - Bowen: Finance Committee
 - Cummings: Finance Committee
 - Jacque: Finance Committee; Police Chief
 - Meisner: Hiring Committee for Highway Department position
- **Business**
 - Request for letter of support to MassDoT from Paul Cameron for The Backroom Brewery Company LLC Trailblazer sign
 - Paul Cameron requested a letter of support from the Select Board to submit with his application to MassDoT for a Trailblazer sign directing the public to the business in the same location and style as the current sign for Cameron's Winery located at the junction of routes 10 and 63
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the request for The Backroom Brewery Co. LLC to apply for a Trailblazer sign at routes 10 & 63 showing the direction to the business
 - Board/Committee Appointments Policy
 - Boudreau reviewed the policy and procedure for filling a vacated elected position following MA General Law Chapter 41, § 11
 - Llamas provided a bulleted procedure section for clarification
 - Motion by Boudreau, seconded by Meisner the Select Board voted to adopt the Town of Northfield Policy and Procedures for Appointment to Elected Board/Committee/Commission Vacancies
 - Economic Development
 - FRCOG DLTA Draft Scope of Work
 - The Franklin Regional Council of Governments has proposed gathering data for the purpose of applying for future grants to be used for repurposing the existing Fire Station and Commercial Façade Improvements. Collecting the data prior to actual availability will speed up the process when the properties are available for future grant cycles.

[NORTHFIELD SELECT BOARD MEETING MINUTES]

July 12, 2022

Northfield Town Hall
69 Main St

- Motion by Bowen, seconded by Meisner the Select Board voted to support the 2022 DLTA Economic development Planning Project for Northfield Draft Scope of Work to focus on the re-use of the Fire Station and to start the process of grant writing.
- Motion by Meisner, seconded by Cummings the Select Board voted to support the 2022 DLTA Economic development Planning Project for Northfield Draft Scope of Work to focus on Village Center Business Facades and Commercial Façade Improvements
- End of Fiscal Year 2022 Budget Requests for Appropriation Transfers
 - Llamas explained the reason for year end transfers was the state's permission to move funds within departments at the end of the fiscal year without having to go to town meeting
 - Motion by Meisner, seconded by Boudreau the Select Board voted to transfer \$15,000 from Highway Wages to Machine Maintenance
 - Motion by Meisner, seconded by Cummings the Select Board voted to transfer \$4,917.10 from Highway Superintendent Other to Snow & Ice
 - Motion by Meisner, seconded by Cummings the Select Board voted to transfer \$2,000 from Collector's Salary to Financial Assistant
 - Motion by Jacque, seconded by Meisner the Select Board voted to transfer \$3,350.55 from PVRs Capital to Out of District Tuition & Transportation
 - Motion by Meisner, seconded by Boudreau the Select Board voted to transfer \$167.16 from Highway Garage Fuel Oil to Streetlights
 - Motion by Jacque, seconded by Meisner the Select Board voted to transfer \$175 from Town reports to Town Clock Electric
 - Motion by Meisner, seconded by Boudreau the Select Board voted to transfer \$256.00 from Veterans Memorial Committee to Memorial Day Supplies
 - Motion by Boudreau, seconded by Cummings the Select Board voted to transfer \$2,700 from Treasurer Salary to Treasurer Office Purchases
 - Motion by Cummings, seconded by Boudreau the Select Board voted to transfer \$6,389.80 from Transfer Station Tipping Fees to Interfund Transfer Acct
 - Motion by Meisner, seconded by Bowen the Select Board voted to transfer \$3,729.38 from Station Maintenance-Electric to Wages
- **Town Administrator's update**
 - WATER DISTRICT
 - Unexpectedly the Joint Committee on Municipalities and Regional Government held a hearing on the Bill to create the Grandin Water District. We found out last Wednesday that the hearing was held – submitted testimony was all written and due by Friday 7/8 by 5:00p.m.
 - We put out notice on the website and Nextdoor. The College and the District also sent out notice. I was cc'd on all their submissions via the link they had set up on the water district page. I received close to 40.
 - I took the letter the Select Board had approved when sending in the request to file the legislation and reworked where it was going to submit it as support from the Select Board.
 - Next step is for the report coming out of Committee.
 - SCHELL BRIDGE
 - AS of July 1st, there has been no information on the federal grant application.
 - Senator Comerford has submitted an earmark for \$2,000,000 in the Infrastructure Bond Bill asking for additional funding be allocated for the reconstruction of the Schell Bridge.
 - Senator Comerford can file a limited number of amendments to the bill to earmark bonding authorizations for priority local projects.

July 12, 2022

Northfield Town Hall
69 Main St

- Projects supported by the state (for example, projects with DOT involvement) are more likely to be included in the bill than projects that have no state component.
 - An earmark in a bond bill authorizes the Commonwealth to issue debt (or borrow) to fund a certain project, but the state is not required to do so.
 - It is different than a budget appropriation and there is no guarantee that the funding will be released, in full or in part, before the authorization expires.
 - However, by including a bonding authorization for priority local projects in the Transportation Bond Bill, they can signal state support for the project and use the authorization for future advocacy in support of the project.
- MASSWORKS (WARWICK/NORTHFIELD ROAD)
 - The contracts are signed, and the first pre-construction meeting was this morning. The project will be underway very soon.
- SELECTBOARD HIRING
 - Transfer Station needs to hire – only have one candidate so looking for a quicker pace. Meisner volunteered
- COMPLETE STREETS
 - The project is done. We made adjustments on placement of stops and removing some of the vegetation to improve visibility.
 - Highland sidewalks remain a priority, but we need to do some work on the culvert on the other end first. We have done the crossings at Holton and Pine in anticipation.
 - The Highland sidewalks were estimated at \$125,000 back in 2020 so it is going to be more today.
 - Having finished this project we will need to find funds to engineer the sidewalk (and presumably the culvert) before we can apply for the next round of Complete Street funds to do the Highland Street sidewalk.
 - The next round for application for Complete Streets is in October. I will talk with Tom about the idea of funding some engineering to look at the sidewalk work on Highland Ave.
- **Committee/Board Appointments**
 - Request from Josh Neil to be appointed as Constable; term expires on town election May 2023-tabled for additional information.
 - **Re-appointments**
 - Motion by Cummings, seconded by Boudreau the Select Board voted to re-appoint Susan Space to the Open Space Committee; term expires 6/30/25
 - Motion by Cummings, seconded by Boudreau the Select Board voted to re-appoint Lara Dubin to the Community Preservation Commission; term expires 6/30/23
 - Motion by Boudreau, seconded by Bowen the Select Board voted to re-appoint Kristin Norwood as alternate to the Agricultural Commission; term expires 6/30/25
- **Proposed Agenda Items**
 - Joint meeting with Board of Health for appointment to fill vacancy; deadline for submissions 7/19 to be posted
 - Sewer Commission update
 - Student Resource Officer
 - Tom Walker-MassWorks
 - Josh Neil-Constable
 - Grandin Water District
 - Economic Development priorities list
 - Block party request

[NORTHFIELD SELECT BOARD MEETING MINUTES]

July 12, 2022

Northfield Town Hall
69 Main St

- **Announcements:**
 - Northfield Water District notice to users for a pump installation
 - Culvert Replacement on So. Mountain Rd
 - Emergency Services Facility Committee meeting 7/13/22 6pm
 - Campus/Center Community Collaborative Committee meeting scheduled for 7/14 @ 6pm
- **Recognition for Service**
 - To the individuals who wrote to the state representatives on the Grandin Water District
 - To Audria who opened a new business in town
- **Executive Session:**
 - Motion by Meisner, seconded by Cummings the Select Board voted to go into executive session at 7:40 pm for:
 - Real Estate Snow Property under M.G.L. c.30A, Sec. 21 (6) To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
 - Real Estate Kiwanis Property under M.G.L. c.30A, Sec. 21 (6) To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
 - Comcast Negotiations under M.G.L. c.30A, Sec. 21 (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and to adjourn and not come back to open session. Roll call vote Jacques yes, Bowen yes, Boudreau yes, Cummings yes and Meisner yes.
- Meeting adjourned at 8:19 pm

Recorded by Sandra L. Wood, Secretary

Select Board Clerk

7/26/22
Date Approved