

[NORTHFIELD SELECT BOARD MEETING MINUTES]

February 7, 2023

Northfield Town Hall
69 Main St

Select Board Present: Barbara “Bee” Jacque, Chair; Heath Cummings(joined @ 7:45pm), 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: Karen Boudreau, Sewer Commission; Tom Walker, Highway Superintendent; Stacy Bond, 350th Anniversary Committee Chair; Joan Stoia, 350th Committee; Sarah Kerns, Highland Ave

- Meeting was called to order at 6:01 pm
- **Scheduled Appointments**
 - Sewer Department/Commission update
 - Karen Boudreau of the Sewer Commission discussed capacity with a visual demonstration
 - Back history given on consent order started in May of 2021 from the Department of Environmental Protection
 - One of the improvements required in the consent order was staffing. Additional personnel to be introduced in a few weeks for a two day position. There are two part-timers
 - The Needs Assessment grant is in Congress
 - Asset management program for collecting only ends in August and will open grant opportunities
 - Highway Superintendent Tom Walker- post storm update
 - Reports approximately an additional \$100,000 in damage to be addressed. Eversource to come to assess and work with the highway department
 - Areas included the back side of So. Mountain, Gulf, Warwick roads and The Ridge area
 - Meisner explained the State of Emergency and the policy regarding the state parameters for funding. Northfield did not meet those parameters but the request has gone to the state representatives for funding relief
 - 350th Anniversary update
 - Stacy Bond gave a brief update on the events since the start of the anniversary year including the luminaria and future February events taking place at the Dickinson Library, the Elementary School and Northfield Mountain
 - Bond highlighted other events taking place during the year and displayed the poster depicting the Doors of Northfield.
 - Joan Stoia supplied a list of sponsors participating in the celebration year
- **Review and Approval of Warrants**
 - Motion by Meisner, seconded by Bowen the Select Board voted to approve the 2/8/23 Payroll warrant of \$80,219.31
 - Motion by Meisner, seconded by Bowen the Select Board voted to approve the 2/8/23 Vendor warrant of \$125,996.60
- **Review and Approval of Minutes**
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the minutes of 01/24/23 as written
 - Motion by Bowen, seconded by Boudreau the Select Board voted to approve the minutes of 01/30/23 w/Finance Committee as amended. Meisner abstained
- **Interim Selectboard Meetings**
 - 1/30/23 w/ FinCom
- **Meetings/Events attended by Selectboard members**
 - Boudreau: Sewer Commission
 - Jacque: School budget meeting; Franklin Regional Council of Gov. finance committee; FRCOG Council budget
- **Town Administrator's update**
 - We have been informed Soulfest will not be held in Northfield. No other information available
 - Five (5) Expressions of Interest submitted for the One Stop –pre-application initiatives asking the state to evaluate potential applications and give feedback.

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- Fire Station Reuse Consultant
 - Parking Management Plan
 - Placemaking Workshops and Project Implementation
 - Business Park Feasibility Study
 - Highland Ave Sidewalk and Culvert Design
- Grant Coordinator has found a federal grant and is working with MassDOT and our legislators to submit a grant at the end of the month for competitive federal grant with over \$1Billion in funding.
- Forwarded applicants for the maintenance position to Highway Superintendent to review and pick screening interview candidates.
- Worked with members of the 350th on parade planning.
- **Business**
 - Emergency Services Facility Schedule/Calendar
 - Review of the schedule from February to June
 - Discussion about holding a special town meeting for the facility only to present to residents and hold a question-and-answer session separate from the annual town meeting.
 - Emergency Services Facility Bid Qualification Committee
 - Recommendation from the ESFC included the designer, project manager, Llamas (CPO), Bernie Porada(Finance Committee) and either Cummings or Chief Dunnell.
 - Original vote to approve the recommendation of the ESFC delayed until Cummings joined the board at 7:45pm
 - Motion by Meisner, seconded by Cummings the Select Board voted to accept the recommendation from the Emergency Services Facility Committee to include the designer, project manager, Andrea Llamas as Chief Procurement Officer, Bernie Porada of the Finance Committee and Chief Skip Dunnell as the composition of the Bid Qualification Committee.
 - Special Events Policy-Sewer & Water
 - Boudreau requested the Sewer & Water departments be included in the application so the applicant could meet with the departments prior to submitting to the town for approval. The water departments at this time are separate from the town departments and are not bound to town policy
 - Motion by Boudreau, seconded by Meisner the Select Board voted to add the sewer department to the special event permit application.
 - FY24 budget update
 - With the departure of Warwick from the school district the assessments of the remaining towns will increase. The district is two-thirds of the towns budget. The Franklin County Tech School assessment will also increase due to 40 students coming from the PVRs district
 - Jacques gave the latest school budget to the members for review before the budget sub-committee meeting on 2/9
 - Select Board Stipends
 - Cummings reviewed the stipends from the county and proposed changing the stipends from \$2,500-Chair, \$2,300-members to \$3,500-Chair, \$3,200-members
 - Meisner commented time was what members put into the position. Exposure to residents, media and making decisions in executive session make the difference in operating government
 - Boudreau felt there was no comparison going from a 3-member to 5-member board
 - Cummings suggested a separate warrant article for residents to vote on and not include in the budget
 - Topic to be re-addressed at the March 7 meeting.
- **Citizens' Concerns**
 - Sarah Kerns, Highland Ave: suggested adding deposit/bond language to the special events application/policy; supported department sign-offs; inquired if Soulfest change was just for this year or was it permanent.

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- **Correspondence:**
 - Angela Wheeler & Robin McKeon: opinions on special event policy
 - Sewer Commission request for inclusion on special event policy application
- **Committee/Board Appointments**
 - Re-appointments
 - Fire Department:
 - Motion by Meisner, seconded by Bowen the Select Board voted to re-appoint Chief/Forest Fire Warden, Floyd "Skip" Dunnell, Asst. Chief/Asst. Forest Fire Warden/Auxiliary, David Quinn Jr., Capt./Asst. Forest Fire Warden Michael Quinn, 1st Lieutenant Rob Hunter, 2nd Lieutenant Jeff Grover, 3rd Lieutenant Scott Milton, Secretary/Treasurer Amanda Dunnell and
 - Motion by Meisner, seconded by Bowen the Select Board voted to re-appoint firefighters Mariah Anthony, Patrick Brunette, Dan Chabot, Jacob Fuess, Andrew Goodwin, Tyler Hunter, Tom Jackson, Chris Kalinowski, Mike Magnuson, Steve Malsch, Caileb Milton, Dan Momaney, Tim Momaney, Jay Nelson, Eric Oakes, Keith Stark, Derek Worden and
 - Motion by Meisner, seconded by Bowen the Select Board voted to re-appoint Auxiliary members Kevin Connelly, Fredd Fuller, Jim Wright; all terms expire 1/31/24
 - Motion by Meisner, seconded by Bowen the Select Board voted to re-appoint Emergency Management Director Floyd "Skip" Dunnell & EMD Asst. Amanda Dunnell; terms expire 1/30/24
 - Motion by Meisner, seconded by Bowen the Select Board voted to reappoint Mike Shedd to the Northfield EMS; term expires 12/31/23
- **Proposed Agenda Items**
 - Sewer personnel appointment
 - FRCOG DLTA presentation on current fire station re-use
 - Executive session re: Assessors Appellate Tax Board case
- **Announcements:**
 - Emergency Services Facility meeting on Wednesday February 8 @ 6pm
 - PVRSD budget subcommittee hearing Thursday February 9 @ 6pm in the Pioneer kiva
- **Recognition for Service:** First responders and Highway crew ensuring safety for the residents on roads recently damaged by weather conditions
- Motion by Jacque, seconded by Meisner the Select Board voted to adjourn at 8:40 pm

Recorded by Sandra L. Wood, Secretary

Select Board Clerk

2/21/23

Date Approved