

[NORTHFIELD SELECT BOARD MEETING MINUTES]

February 21, 2023

Northfield Town Hall
69 Main St

Select Board Present: Barbara “Bee” Jacque, Chair; Heath Cummings, Vice Chair; Bernard Boudreau, Clerk; Alexander Meisner; Mary Bowen (7:02pm)

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

Others Present: Chief Dunnell; Julie Simons & Jeff Skowyra, Northeast Paving; Jessica Atwood, Franklin Regional Council of Government Economic Development Program Manager

- Meeting called to order at 6:04 pm
- **Scheduled Appointments**
 - 6:00 pm Northeast Paving storage tank license amendment Hearing
 - Notice read: A Public Hearing will be held at Northfield Town Hall, 69 Main Street, Northfield, MA in the Select Board meeting room on February 21, 2023 at 6pm to consider an application for license amendment (FPA-2) from Eurovia Atlantic Coast LLC dba Northeast Paving at 216 Mt. Hermon Station Rd, Northfield, MA requesting approval for increased storage capacity of liquid asphalt cement
 - Motion by Meisner, seconded by Cummings the Select Board voted unanimously to enter into a hearing for Northeast Paving’s request for license amendment
 - Northeast Paving removing 40-year-old 35,000-gallon tank and requesting to replace with two 30,000-gallon tanks
 - Chief Dunnell has signed off on the request pending the engineer and state fire marshal approval. He had no concerns and reported the tank was well maintained
 - Julie Simons is managing the project and is working with Chief Dunnell, Tighe & Bond to follow state and local regulations. Much of the work will be done by Northeast Paving
 - Motion by Meisner, seconded by Boudreau the Select Board voted to grant the amended license located at 216 Mt. Hermon Station Rd Map 26 Lot C2 Map 28 Lot A2 for license amendment FPA-2 for Northeast Paving pending approval by the state fire marshal
 - Motion by Cummings, seconded by Boudreau the Select Board voted to close the hearing at 6:16 pm
 - Request to extend term of Fire Chief
 - Chief Dunnell requested a five year extension to see the Emergency Services facility through to completion
 - The article request is worded “up to five years”
 - If the facility is completed before the five-year request, he will step down as chief
 - Feedback from Senator Comerford, Representative Whipp and the town’s insurance office has been requested
 - FRCOG DLTA presentation on re-use of the current fire house
 - Jessica Atwood, Economic Development Program Manager for the Franklin Regional Council of Government gave a PowerPoint presentation on potential re-use of the current fire station. The presentation will be posted on the town website
 - Community input will be scheduled through the One-Stop program at a future date. Input from this meeting will be provided to the consultants who will develop ideas and present at a second community meeting. Final design concept will be presented to the Select Board
 - Appointment of Wastewater part time operator
 - The Sewer Commission was not able to attend but requested the Select Board appoint Mark DePonte as a part-time operator. Boudreau reported DePonte was a wastewater retiree with an extensive background of qualifications. DePonte will come in for a meet and greet at a later date.
 - Motion by Meisner, seconded by Bowen the Select Board voted to appoint Mark DePonte to the position of part-time wastewater operator at grade 7 step 6, non-benefitted position
- **Review and Approval of Warrants**

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- Motion by Meisner, seconded by Boudreau the Select Board voted to approve the 02/22/23 Payroll warrant of \$65,998.16
- Motion by Meisner, seconded by Boudreau the Select Board voted to approve 02/22/23 Vendor warrant of \$323,304.97
- **Review and Approval of Minutes**
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the minutes of 2/7/23 as written
- **Meetings/Events attended by Selectboard members**
 - Boudreau: Friends of Northfield Seniors, National Water main viewing, Board of Health 2/15 meeting, FRCOG state revolving funds
 - Bowen: 350th celebration events
 - Cummings: PVRs budget, 350th events, Emergency Services Facility Committee
 - Jacque: Emergency Services Facility Committee, PVRs Budget Hearing, School Committee, Finance Committee, Agenda, Stakeholder & FirstLight meeting, 350th event set up
 - Meisner: 350th celebration events
- **Town Administrator's update**
 - RAISE Grant for Schell Bridge:
 - Grant Developer Mallory Sullivan and I met with MassDot and WSP consultants to review work from the former grant and repurpose what we can for the RAISE grant
 - MassDOT will be the applicant
 - tight and aggressive timeline
 - Grant Developer is working closely with them on the narrative and updating letters of support – MassDot/WSP is working on the technical and cost benefit analysis work.
 - **see Topics not anticipated for vote
 - Compensation Study:
 - Once received and reviewed by the consultant, the consultant will reach out to folks to ask questions/interview them where needed.
 - The FRCOG Regional Transportation Plan
 - Getting projects on this list helps to show the need over time.
 - Planning an on-line survey coming out in March – link on our website when available.
 - FEMA is updating the Millers Watershed maps – will be a public period in future.
 - Emergency Services Facility:
 - Working on time-line with the consultants. Aiming for bid opening and Special Town Meeting in April.
 - Receiving filed sub-bids until 2/22
- **Business**
 - Job Descriptions: Assistant Treasurer/Collector, Recreation Program Assistant
 - The Assistant Treasurer/Collector position to be funded by the sewer district and new water district collections
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the job description for an Assistant Treasurer/Collector for the finance department for the Town of Northfield
 - The Recreation Program Assistant is not a new position but is expanding in duties.
 - Motion by Meisner, seconded by Cummings the Select Board voted to approve the job description of the Recreation Program Assistant for the Recreation Commission for the Town of Northfield
 - Request for Temporary Vendor, Hawker, Peddler license; David Meiler, Sunrun. Dates: 3/3/23-3/9/23 10am-6pm
 - Motion by Bowen, seconded by Meisner the Select Board voted to approve the Request for Temporary Vendor, Hawker, Peddler license; David Meiler, Sunrun. Dates: 3/3/23-3/9/23 10am-6pm
 - FY 24 Budget

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- Llamas has estimated the Pioneer Valley Regional School District budget and has updated the calendar.
 - The Franklin County Technical School has not submitted their budget numbers to date
 - Time Off Request
 - Motion by Meisner, seconded by Bowen the Select Board voted to approve the time off request for Andrea Llamas as presented
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Pine Street Fire- Chief Dunnell gave a report on the fire and his findings
 - **Letter of support to Dept. of Transportation Secretary Buttigieg for the application due 2/28.
 - Motion by Meisner, seconded by Cummings the Select Board voted to sign and endorse the letter to Secretary Pete Buttigieg for the U.S. Department of Transportation RAISE grant program to provide construction of the Pauchaug-Schell Bridge Greenway Project
- **Committee/Board Appointments**
 - EMS Appointments to EMT: Brandon Breault, Ryan Betters
 - Discussion regarding attendance of appointees. Cummings knows and spoke favorably for each as professionals in their field
 - Appointees to be asked to attend at another time.
 - Meisner was not in favor of appointing without the appointees in attendance. Discussion to move forward or table. Majority requested to move forward
 - Motion by Boudreau, seconded by Cummings the Select Board voted to appoint Brandon Breault and Ryan Betters to the Northfield EMS; terms expire 12/31/23. 4 yes, 1 abstain, majority approved
- **Proposed Agenda Items**
 - Open Space Citizen Stewardship Award
- **Announcements**
 - Emergency Services Facility Committee meeting update-Wednesday 2/22 @ 4:30 pm
 - Fire Department Pancake Breakfast @ Northfield Elementary Sunday from 7am-10am
- **Recognition for Service**
 - To Tyler, Otis and Mandy of BNCTV
 - To Fire, Police, EMS and Highway for their efforts during the Pine St. fire event

Executive Session

Motion by Meisner, seconded by Boudreau the Select Board voted to go into executive session at 8:09 pm to discuss Appellate tax case under reason 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. Roll call vote: Boudreau yes, Bowen yes, Cummings yes, Jacque yes and Meisner yes

Meeting adjourned at 8:26 pm

Recorded by Sandra L. Wood, Secretary

Select Board Clerk

3/7/23
Date Approved