

## [NORTHFIELD SELECT BOARD MEETING MINUTES]

June 14, 2022

Northfield Town Hall  
69 Main St

Select Board Present: Barbara "Bee" Jacque, Chair; Bernard Boudreau, Clerk; Alexander Meisner; Mary Bowen (arrived at 6:08 pm)

Select Board Absent: Heath Cummings, Vice Chair

Also Present: Andrea Llamas, Town Administrator; Sandra L. Wood, Town Secretary; Tyler Bourbeau/Otis Wheeler/Ian Bauer, BNCTV

Others Present: Tom Walker, Highway Superintendent; Rob Hunter

- Meeting called to order at 6:03pm
- **Scheduled Appointments**
  - Rob Hunter
    - Hunter has his CDL and spoke about the process
    - Completed OSHA 10 when employed with Sandri
    - Enjoys manual labor jobs
    - Currently a Northfield firefighter and helps with training the junior firefighters
    - Motion by Meisner, seconded by Boudreau the Select Board voted to appoint Rob Hunter to the Truck Driver/Laborer position for the Highway Department, grade 7 step 3, start date July 5, 2022
- **Review and Approval of Warrants**
  - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the 6/16/22 Payroll warrant of \$80,074.32
  - Motion by Boudreau, seconded by Meisner the Select Board voted to approve the 6/16/22 Vendor warrant of \$291,697.10
- **Review and Approval of Minutes**
  - Motion by Boudreau, seconded by Meisner the Select Board voted to approve the minutes of 5/31/22 as written. Meisner expressed he would rather not vote on the minutes because of his absence from the meeting. Boudreau withdrew the motion. Vote to be re-done when Bowen was present.
  - Bowen arrived at 6:08 pm
  - Motion by Boudreau, seconded by Bowen the Select Board voted to approve the minutes of 5/31/22 as written. Meisner abstained.
- **Meetings/Events attended by Selectboard members**
  - All: Council on Aging Volunteer Appreciation luncheon
  - Boudreau: Hiring team meeting
  - Jacque: Board of Health re: Mosquito; American Recovery Plan
  - Meisner: Hiring team meeting
- **Business**
  - Town Economic and Development Planner
    - Screening team- call out for volunteers, appoint at next meeting. Team to consist of Llamas, Select Board member, Planning Board member and two at large appointees
      - Motion by Meisner, seconded by Boudreau the Select Board voted to appoint Mary Bowen as Select Board member for the Town Economic and Development Planner screening team
    - Hiring team-Select Board
  - Request for Proposal land acquisition for proposed public safety facility
    - No proposals submitted
  - ARPA requests
    - Council on Aging
      - Review of requisition
      - Meal prep done by Program Coordinator Linda Keech
      - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the request for \$1,000 of ARPA funds from the Senior Center for cooking equipment
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- Board of Assessors
  - To update current software, improve features. Ties in with the tax collection software
  - 10-year agreement
  - Motion by Boudreau, seconded by Meisner the Select Board voted to approve the request for \$14,500 of ARPA funds from the Board of Assessors for assessment software update
- FERC Relicensing Legal Funds up to \$2,500
  - Franklin Regional Council of Government (FRCOG) exploring legal counsel services and is asking participating towns with connection the First Light relicensing to contribute up to \$2,500 for the service to review the 50 year contract
  - Motion by Boudreau, seconded by Bowen the Select Board voted to approve the FERC relicensing legal funds up to \$2,500.
    - FRCOG will draw up a Memorandum of Understanding
- Grandin Water District update
  - No one has applied for pre-commissioner training to be supplied by RCAP Solutions
  - The Senator's office is being briefed by Senate Counsel
- COVID sick pay
  - Llamas reviewed the latest statistics on positive test rates and hospitalizations
- Highway Equipment Trad Agreement
  - Tom Walker to use equipment and when grant is available in November, new equipment can be purchased and item(s) in this agreement can be sold. Wanted equipment before snow starts.
  - Motion by Meisner, seconded by Bowen the Select Board voted to enter into an Equipment Trade Agreement between the Town of Hinsdale, NH and the Town of Northfield, MA to trade certain municipal equipment with one another that each of them owns and such trade shall include in addition to the swapping of ownership of the equipment with one another, a \$2,000.00 payment by Northfield to Hinsdale for the exchange of these equipment of a 2005 trackless sidewalk machine to Northfield in exchange for Northfield's 1998 Johnson Street Sweeper
- Time off request
  - Motion by Bowen, seconded by Meisner the Select Board voted to approve the time of request as written
- **Town Administrator's update**
  - NES Bathroom Project Update – project forwarded to engineer. Scheduling may be this summer or next summer
  - FRCOG Heating Oil and Diesel Bid Update – Accepted bids at \$4.44 for Heating Oil and \$5.12 for Diesel (last year: diesel \$2.74 and heating oil \$2.37)
  - Highway Auction Update –\$66,407.50 revenue from the auction of unused highway items
  - Town Meeting Articles approved by Attorney General. The General Bylaws approved: Noise, Unregistered Motor Vehicle and Animal Control. AG needed and was given additional information from the Town Clerk.
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
  - MassWorks Bid Warwick Rd Project
    - Award of the bid needs to be done by June 20. Board does not meet again until 6/28
    - Meisner reviewed his experience addressing the need for the grant to Governor Baker
    - Motion by Meisner, seconded by Boudreau the Select Board voted to award the MassWorks Warwick Road project to Rifenburg contracting Corp. of troy, NH for a bid of \$1,397,691.15
- **Citizens' Concerns**
  - Unsatisfactory condition of cemetery grounds for Memorial Day: Veteran voluntarily cleaned up with a trimmer. Tom Walker spoke with the contractor to resolve.
- **Committee/Board Appointments**
  - Motion by Meisner, seconded by Boudreau the Select Board voted to appoint Victoria Luksha to the Cultural Council; term expires 6/30/2024

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- Board of Health Vacancy – call for Citizen Interest Forms
- Constable Vacancy-call for Citizen Interest Forms
- Recreation Commission Director position
- **Proposed Agenda Items**
  - List of all board/committee openings
  - Town Economic and Development Planner
  - ARPA
  - Emergency Services Facility update
  - “Ask a Select Board Member”
- **Announcements:**
  - Northfield School Committee Vacancy-send letter of interest to Moderator Nathan L’Etoile; term expires November 2024
  - From the Recreation Commission: Adult Pick-up Softball Games this summer (see flyer)
- **Recognition for Service**
  - Bob Emberley for summer events
  - Highway crew for paving on Gulf Rd
  - Megan Desmarais, NES Principal for years of service
  - Pam Eldridge for issuing water from her house on Memorial Day
- **Motion by Meisner, seconded by Boudreau the Select Board voted to adjourn at 7:30 pm**

Recorded by Sandra L. Wood, Secretary

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Select Board Clerk

6/28/22  
Date Approved