

## [NORTHFIELD SELECTBOARD MEETING MINUTES]

January 11, 2022

Northfield Town Hall  
69 Main St

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

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

- Meeting was called to order at 6:00 pm
- **Review and Approval of Warrants**
  - Motion by Meisner, seconded by Jacque the board voted to approve the 1/13/22 Payroll warrant of \$59,399.58
  - Motion by Meisner, seconded by Jacque the board voted to approve the 1/13/22 Vendor warrant of \$197,497.60
- **Review and Approval of Minutes**
  - Motion by Jacque, seconded by Meisner the board voted to approve the minutes of 12/28/21 as written
- **Meetings/Events attended by Selectboard members**
  - Jacque: First Light negotiations
  - Meisner: 350<sup>th</sup> Parade Committee
  - Cummings: Emergency Services Facility Committee
  - Boudreau: Franklin Regional Council of Government REPC
- **Business**
  - Direct Local Technical Assistance (FRCOG)
    - Each member listed their preferences; Llamas added the Planning Board choices
    - Topics of choice included: Pollinator Habitat, Business support, Mixed Use Economic Development, Regional Municipal Wage & Classification, Town Planner, Senior Housing, Tech assistance for sewer projects, Affordable Housing and Clean Energy Zoning Bylaws
    - Motion by Bowen, seconded by Jacque the board voted to approve the 2022 Local Technical Assistance form with the priorities of Municipal Town Planning, Clean Energy Zoning and Wage Classification
  - Community Compact Financial Management & Operations Policy
    - Policy adopted by the Finance Committee
    - If the town needs to borrow, bond agencies look for this type of policy
    - Allows residents to see how town financial management is being run
    - Motion by Jacque, seconded by Meisner the board voted to adopt the new Financial Management & Operations Policy
  - Northfield Citizen Award
    - Bowen explained how a private town group would like to schedule an agenda topic to present an award to another resident
    - Bowen to contact Llamas for future agenda
  - COVID Update and Protocols
    - Discussion on policy for employees testing positive for COVID
    - With proof of positive test, employee can take 2 incidents of 5 days with regular pay. If more than 2 separate incidents, the Town Administrator review is required
      - Quarantine with symptoms, remain out 5 days after last symptom
      - Quarantine without symptoms, remain out 5 days after positive test
    - Motion by Cummings, seconded by Meisner the board voted to create a temporary personnel policy that will provide town provided sick leave for employees up to two separate incidents of up to forty hours of town provided sick leave outside of a person’s accrued leave time. Any leave time needed related to COVID illness beyond the two work weeks would require town administrator review
  - Parios Trespass order/Code of Civil Conduct
    - The incident went against the Code of Civil Conduct
    - Cummings to address the accusation of misconduct of an employee with Parios as a separate matter

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- The board agreed to keep the trespass order in place based on the reports and the actions of Parios when he addressed the board
- Motion by Jacque, seconded by Meisner the board voted the trespass order remain in place and will not be considered to be lifted prior to July 1, 2022.
  - Discussion: a resident's claims of what they have done for the town does not give them the right to abuse the civil code
  - The trespass includes the property of 69 Main St.
  - Llama's intervention was to stop employees from being targeted
- Meisner expanded the statement that entitlement should not be tolerated in a community of choice. This is not a community of favoring individuals
- Annual report to the ABCC
  - Report read
  - Motion by Bowen, seconded by Boudreau the board voted to accept and sign the annual report to the Alcoholic Beverage Control Commission
- Special Town Meeting article assignments
  - Articles assigned
- FERC/First Light Update
  - Jacque reported the negotiation meetings will continue and eventually the Selectboard will need to vote to move forward in the process
- Emergency Services Facility update
  - Site evaluation by consultant has been done. Report to follow
  - Request for Quote for Designer services released
  - Video by participating departments to be compiled into a presentation for the input
  - Discussion on sites explored
- Bowen left the room at 8:05pm and returned at 8:06pm
  - MMA Business Meeting Representation
    - Motion by Jacque, seconded by Bowen the board voted to appoint Andrea Llamas, Town Administrator to represent the Town of Northfield at the business meeting for the Massachusetts Municipal Association
- **Town Administrator's update**
  - Finance Committee Meeting– met with Superintendent to discuss PVRSD budget process. The budgets are being compiled for both committees to review.
  - MyVaxRecords.Mass.gov is a new State site people can go to get their vaccination card electronically and in QCode. The state is expecting places to start requiring proof of vaccination and this is a way for people to have it digitally on their phones, etc.
- **Correspondence:**
  - Eversource: tree trimming
- **Committee/Board Appointments**
  - Motion by Bowen, seconded by Jacque the board voted to re-appoint Tim Rogers to the ZBA; term expires 12/31/26
  - Fire Department
    - Re-appointments
      - Motion by Meisner, seconded by Jacque the board voted to re-appoint Chief/Forest Fire Warden F.M. Skip Dunnell III, Asst. Chief/Asst. Forest Fire Warden/Auxiliary David Quinn Jr., Captain/Asst. Forest Fire Warden Mike Quinn, 1<sup>st</sup> Lt. Rob Hunter, 2<sup>nd</sup> Lt. Jeff Grover, 3<sup>rd</sup> Lt. Scott Milton, Secretary/Treasurer Amanda Dunnell, Mariah Anthony, Pat Brunette, Dan Chabott, Jacob Fuess, Andrew Goodwin Jr., Tyler Hunter, Chris Kalinowski, Mike Magnuson, Steve Malsch, Caileb Milton, Dan Momaney, Jay Nelson, Eric Oakes, Keith Stark; terms expire 1/31/23

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- Motion by Meisner, seconded by Jacque the board voted to re-appoint Kevin Connolly, Fredd Fuller, Jim Wright as Auxiliary members; terms expire 1/31/23
- **Proposed Agenda Items**
  - Senior Center Director
  - FERC/First Light
  - Citizen Award
  - Alexander Hill Boundary Plowing
  - Chief Hall; body cams
- **Announcements**
  - Northfield certified by the AARP Network as a committed Age Friendly Community
- **Executive Session:**
  - **Motion by Meisner, seconded by Jacque the board voted to go into executive session at 8:30pm for Real Estate** negotiation under reason under M.G.L. c.30A, Sec. 21(a) 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 and adjourn. On a roll call vote: Meisner yes, Cummings yes, Boudreau yes, Bowen yes and Jacque yes
- **Meeting adjourned at 8:55 pm**

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk

2/8/2022  
Date Approved