

Selectboard present: Kathleen Wright Chair; Dan Gray (arrived 7:40 pm); Jack Spanbauer

Also present: Town Administrator, Tom Hutcheson; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV (arrived 7:05 pm)

Others present: Melissa Gamache, Chair and Sue Handren, Recreation Commission; Jerry Wagener, Chair Open Space Committee; Dianne & Daryl Cornwell; Jenny Tufts; Nathaniel Hussey; David Rainville, The Recorder

The meeting was called to order at 7:00 pm. Video recording of the meeting started at 7:20pm.

- **Citizens' concerns**

- Melissa Gamache, Sue Handren (Recreation Commission) & Jerry Wagener (Open Space); RE: NMH property
 - Both committees are interested in the NMH property identified as Mill Brook West. The intent of use would be a community park and playing fields.
 - Wright expressed concern about cost of buying the property, building fields and creating access. The current access road does not allow for two vehicles to pass.
 - Wagener presented an aerial map showing land options. He said the Open Space Committee is particularly interested in the river front property.
 - Spanbauer said he thought the land was already sale pending. He felt the approach should be proactive.
 - See NMH Land Sales below for continuation of discussion.

- **Review and Approval of Warrants**

- **On a motion by Spanbauer, seconded by Wright the board VOTED to approve the Payroll warrant of \$14,669.33**
- **On a motion by Spanbauer, seconded by Wright the board VOTED to approve the Vendor warrant for 3/19/13 of \$50,931.88**

- **Review and Approval of Minutes**

- **On a motion by Spanbauer, seconded by Wright the board VOTED to approve the Selectboard minutes of 2/19/13 as amended.**
- **On a motion by Spanbauer, seconded by Wright the board VOTED to approve the Selectboard minutes of 03/04/13 Joint meeting with Finance Committee**
- **On a motion by Spanbauer, seconded by Wright the board VOTED to approve the Selectboard minutes of 3/05/13**

- **Summary of Interim Selectboard Meetings**

- 3/11/13 joint meeting w/Finance Committee

- **Summary of meetings attended by Selectboard members**

- Spanbauer attended the PVRS Budget presentation 3/14/13
- Spanbauer attended the Master Plan Steering Committee forum on 3/6/13
- Spanbauer attended two meetings with Hutcheson and Tom Walker, Superintendent of Streets regarding the So. Mountain Rd. project.

- **Old Business**

- Selectboard budget items and money warrant articles
 - Wright explained she wished to re-prioritize her position on the police cruiser. She felt it needed a higher priority because the current vehicle was not safe to use.
 - The priority list was adjusted placing the safes, fire truck, police cruiser and Town Hall canopy as the top four items and the rest of the items as previously listed.
 - **On a motion by Spanbauer, seconded by Wright the board VOTED to approve the Agricultural Committee budget as presented.**
 - **On a motion by Spanbauer, seconded by Wright the board VOTED to support the Conservation Commission budget proposal.**
 - **On a motion by Wright, seconded by Spanbauer the board VOTED to support the Historical Commission budget proposal of \$500. Funds to be used to update brochures.**

- Using the grade and step point system, Wright, Hutcheson and Chad Glover found Travis no’s position should be higher than its current level and recommended Grade 8 step 2. The study was based on the current job description without extra duties being done. Spanbauer noted the job had been misclassified.
 - Gray suggested cutting Travisano’s hours. Spanbauer disagreed with the suggestion and said Travisano was just asking to be compensated for the work being done for the hours that were approved at Town Meeting last year.
 - **On a motion by Spanbauer, seconded by Wright the board VOTED to approve Suzanne Travisano’s move to grade 8 step 2 in accordance with the recommendation of the committee. Spanbauer and Wright yes, Gray no. Vote Passed.**
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Correcting a typographical error in the contract between the Town of Northfield and the New England Police Benevolent Association, Inc.
 - **Wright moved that the collective bargaining agreement between the Town of Northfield and the New England Police Benevolent Association, Inc., dated, July 1, 2012 to June 30, 2015, be amended by changing Article 27, Insurance, which currently reads: “27.1 (a) Officers will pay 75% of the cost for their health insurance and the Town will pay the remaining 25%” to read instead: “27.1 (a) Officers will pay 25% of the cost for their health insurance and the Town will pay the remaining 75%.” Spanbauer seconded. Wright and Spanbauer yes, Gray abstained. Vote Passed.**
 - Gray thanked Treasurer Barb Brassor for finding the typo and asked if there was a change should there be a 30 day notification. Hutcheson said he contacted legal and their advice was to use an email of mutual consent or this more formal version.
 - Wright said the change will be sent to the union lawyer for their approval
 - Gray abstained because he wanted to see Jenkins response.
 - Warrant for Annual Town Meeting
 - **On a motion by Spanbauer, seconded by Wright the board VOTED unanimously to approve the Warrant for the Annual Town Election for Tuesday May 7, 2013 from Noon to 8:00 pm.**

• **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
3/20/13	Conservation Commission	7:30pm	Town Hall
3/21/13	Council on Aging	9:30 am	Town Hall
3/25/13	Finance Committee	7:00 pm	Town Hall
4/01/13	Finance Committee	7:00 pm	Town Hall
4/02/13	Library Trustees	6:00 pm	Dickinson Library
4/02/13	Selectboard	7:00 pm	Town Hall
4/02/13	Planning Board/Public Hearing	7:00 pm	Town Hall

- **Openings:** A number of committees and boards have openings. A list is available for viewing on the Current Openings page of www.northfield.ma.us and on the Town Hall posting board. Current opening for an alternate appointment to the ZBA; Wired West; Cultural Council; Emergency Services Facility Committee; Master Plan Committee; Town Hall Master Plan Committee; Council on Aging; Agricultural Commission; Building Use & Planning; Electronic Communication & Cable TV; Emergency Services Committee; Open Space Committee
- **Correspondence:**
 - Wright said she was given a letter from Heather Tower citing a complaint of neglect of the sidewalk not being shoveled and the hedge not being trimmed in front a residence on Main St. currently for sale. Wright suggested Hutcheson write to the owner to clean up the sidewalk area. Gray said it was not the Selectboards’ business to

suggest lawn care other than upholding the snow removal bylaw. He said it was the responsibility of the realtor to contact their client and advise them of lawn care service.

- Town Administrator Updates:
 - I've started a new file just for First Light docs in "Mail Other" hanging folder.
 - Crocker Communications has a state contract for ITT46 Network Services (for MBI). That means that when it comes time to consider using our new fiber optic cable, we would not have to go through the regular procurement process if we wanted Crocker.
 - Received a proposed MOU from the FRCOG on the Franklin County Emergency Communication System and have forwarded copies to the Police, Fire, EMS, and EMD for their comment. It should be signed prior to June 30. It is in the "Letters To Be Signed" folder, to be held pending Departmental approval.
 - Traffic count proposals are ready for the coming season. If you'd like to request any, please let me know.
 - Complaints about a wash-out on Four Mile Brook Road were addressed.
 - STAM meeting April 25
 - Kathy and I received notification from Barbara Brassor that she intends to ask for a few more hours per week.
 - I've sent out the request for quotations for the job description review. Letters of intent are due in one week, and proposals by April 15.
 - I sent a letter of complaint to Bay State Elevator, contesting their invoice for Town Hall after consultation with Maintenance, and have received a reply, which I've passed on to Maintenance for their comments.
- **Appointments:**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to appoint Carol Lebo to the Historical Commission; Three year term; term expires 12-31, 2016.**
 - Appointments to Town Governance Study Committee – see New Business for appointments
- **Request for Use:**
 - **On a motion by Spanbauer, seconded by Gray the board VOTED to approve the request from Emily Koester of Transition Northfield to use the Town Hall Dining Room for a meeting on Sunday, April 28, from 6:30 to 9:00 p.m.**
 - **On a motion by Spanbauer, seconded by Gray the board VOTED to approve the request from Bob Piescik of the Cub Scouts Pinewood Derby to use the Northfield Elementary School gymnasium and cafeteria on Friday, April 12, from 5:30 p.m. to 8:00 p.m., and Saturday, April 13, from 8:00 a.m. to 2:30 p.m.**
 - **On a motion by Spanbauer, seconded by Gray the board VOTED to approve the request from Ruth Gallagher of Loaves and Fishes for reimbursement of \$359.90 for emergency fuel assistance.**
 - **On a motion by Spanbauer, seconded by Gray the board VOTED to approve the request from Rob Johnson to use the Senior Center room on March 30th from 8 am - 1 pm for a firearms safety course.**
- **Proposed Agenda Items**
 - Wright: Request meeting with National Christian Foundation about properties
 - Gray: move April 2 meeting to March 26. Approved.

On a motion by Spanbauer, seconded by Wright the board Voted unanimously to adjourn at 8:38 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

Date Approved