

Selectboard present: Jack Spanbauer; Dan Gray; Jed Proujansky

Also present: Town Administrator, Tom Hutcheson; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

Hutcheson called the meeting to order at 7:00 pm

- **Selectboard organization: elect chair, clerk; decide Selectboard representatives to other boards, etc.**
 - **On a motion by Proujansky seconded by Gray the board VOTED unanimously to appoint Spanbauer Chairman/CPO/Trustees of Soldiers' Memorials for FY2014.**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to appoint Proujansky as Clerk of the Selectboard for FY 2014.**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to appoint Tom Hutcheson to the FRCOG Planning Board**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Denis Brennan to the Central Franklin County Veterans District.**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to appoint Kathleen Wright to the Franklin Regional Council of Government.**
 - Proujansky asked about the responsibilities of the FRCOG rep and how would reports come back. Hutcheson said a written or verbal report could be given when requested.
 - Proujansky asked if there would be a problem with Wright not being an active member of the Selectboard. Spanbauer said in the past the Town Administrator was the representative.
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Spanbauer to the Franklin Regional Transit Authority (FRTA)**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Floyd "Skip" Dunnell as Community Emergency Response Coordinator.**
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to appoint Gray to the Emergency Services Facility Committee.**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Spanbauer to the Town Hall Master Plan Committee**
- **Review and Approval of Warrants**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 5/7/13 Payroll warrant of \$21,269.97.**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 5/7/13 Vendor warrant \$20,807.48**
- **Review and Approval of Minutes**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to approve the Selectboard minutes of 4/29/13 as written. Proujansky abstained.**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to approve the Selectboard minutes of 4/30/13 as written. Proujansky abstained.**
- **Summary of Interim Selectboard Meetings**
 - Annual Town Meeting
- **Summary of meetings attended by Selectboard members**
 - Spanbauer attended a site meeting at Mitchell Aggregate and will provide a written report for review.

- **New Business**
 - Selectboard meeting schedule
 - The Selectboard will meet next Tuesday, then every other Tuesday for the foreseeable future. Additional meetings will be scheduled as needed.

- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**

- **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
5/14/13	Recreation Commission	7:00 pm	Town Hall
5/15/13	Conservation Commission	7:30pm	Town Hall
5/15/13	Masterplan Steering Committee	7:00 pm	Town Hall
5/16/13	Council on Aging	9:30 am	Town Hall
5/16/13	ZBA	7:00 pm	Town Hall
5/16/13	Paul Mark re: Schell Bridge	1-3pm	Town Hall
5/21/13	Energy Commission	5:30 pm	Dickinson Library
5/21/13	Selectboard	7:00 pm	Town Hall
5/21/13	Open Space Committee	7:30 pm	Town Hall
5/23/13	Board of Health	4:45 pm	Town Hall
5/23/13	Town Governance Study Committee- public forum	6:30 pm	Town Hall
5/23/13	ZBA	6:30 pm	Town Hall
5/28/13	Recreation Commission	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 Roundtable; Town Hall Master Plan Committee; Council on Aging; Agricultural Commission; Building Use & Planning; Electronic Communication & Cable TV; Emergency Services Committee; Open Space Committee
- **Announcements:**
 - Chief Mark Fortier, Todd Czernich and Ernie Frost of the Northfield EMS will be honored at the Franklin County EMS banquet and awarded the SAVE Award at Baystate Franklin Medical Center May 24. Congratulations to Todd, Mark and Ernie.
- **Town Administrator Updates:**
 - Friends of the Schell Bridge are planning a clean-up at the Schell Bridge May 18. They will be requiring release forms from all volunteers, as we worked out last time.
 - I have discovered that we saved about 25% of our heating oil by replacing the burner at the Highway Department with the wood furnace. I am working with the LPVEC to reduce the amount we initially requested for next year to reflect the amount we did not use this year (4,000 gallons, conservatively) plus another 4,000 as the amount we expect to save next year.
 - I've been working with Tom Walker to get FEMA reimbursement for the major snowstorm February 8th ("Nemo").

- At Tom Walker’s request, I sent a reminder to the CPC that we need them to review the proposed amendment to the Town Hall front steps project. I’ve spoken with Dan Campbell, who is going to convene the committee to elect a new chair and review the proposed change to the Town Hall Front Steps. We will need as much historical information on the steps as we can gather, but we should be able to move forward this construction season.
- We have heard from Bay State Elevator that the most recent breakdown was caused by the foot valve; specifically, springs under the pistons not re-setting. Bay State says that they will have to be replaced; the good news is that this falls under our contract with them. The pistons have to be pulled out, so it’s a relatively involved operation, so we’re asking them if they can schedule it for a Friday afternoon.
- We have received a resignation letter from Suzanne Travisano, who is leaving to become the Senior Center Director in Hadley, which is offering 25% more pay, with a further upgrade scheduled. She will work through the end of June. I am planning to put together an ad and will try to arrange a meeting between the Selectboard Chair and a representative from the Council on Aging to start the hiring process.
- **Appointments:**
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED to appoint Robert Holst for Mutual Aid to the police department; term expires 12/31/13. Spanbauer and Proujansky yes, Gray no. Vote passed.**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Joe Graveline to the Historical Commission; term expires 12/31/2016**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED to appoint Tom Newton to the Emergency Services Facility Committee; term expires 12/31/2014**
- **Request for Use:**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the request from Richard Fitzgerald of the Master Plan Roundtable to use the Northfield Elementary Cafeteria on Thursday June 13, 2013 from 6pm-10pm to hold an info gathering meeting.**
- **Request for One-Day Temporary Liquor License: none**
- **Proposed Agenda Items**
 - Gray requested an executive session under reason #1 for discipline of an employee.

On a motion by Spanbauer, seconded by Gray the board VOTED unanimously to adjourn at 7:30 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

Date Approved