

Selectboard present: Jack Spanbauer, Chair; Dan Gray; Jed Proujansky

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

Others present: Melissa Gamache, Recreation Commission Chair; Amy Hendricks, Summer Playground; Joan Deely; Annie Chappell, Friends of Mill Brook Conservation Area; Jen Tufts; Dianne Cornwell, Bernardston Council on Aging Senior Center Director; Kimberly Noake McPhee, FRCOG; Acting Chief Rob Leighton; Elija Pack; Shirley Keech; David Rainville, The Recorder; Emily Koester.

The meeting was called to order at 7:00 pm

- **Citizens' concerns-none**
- **Review and Approval of Warrants**
 - On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to approve the 6/11/13 Payroll warrant of \$29,919.09**
 - On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to approve the 6/11/13 Vendor warrant of \$48,287.55**
 - On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to approve the 6/18/13 Payroll warrant of \$18,593.72**
 - On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to approve the 6/18/13 Vendor warrant of \$67,392.90**
 - On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to approve the 6/25/13 Payroll warrant of \$45,660.63**
 - On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to approve the 6/25/13 Vendor warrant of \$110,673.85**
- **Review and Approval of Minutes**
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the Selectboard minutes of 06/04/13 as written.**
- **Summary of meetings attended by Selectboard members**
 - Spanbauer
 - Vermont Yankee Drill
 - So. Mountain Rd pre-bid and bid opening
 - Master Plan Committee public forum
 - Senior Center Director Search Committee meeting and interviews- Spanbauer thanked the committee
 - Town Hall Master Plan Committee meeting
 - Potluck Dinner for departing Senior Center Director Suzanne Travisano- Spanbauer thanked Travisano for her work for the town.
 - Proujansky
 - Master Plan Committee Forum
- **Old Business**
 - Schedule staff meeting
 - Date tentatively set for July 17 at 8am
- **New Business**
 - Annie Chappell: Citizen group and Mill Brook property
 - Chappell told the board the group has spoken with Real Estate agent Bill Pratt about their interest in the wetlands section of the property for use in education and conservation.
 - Funding could be obtained from Community Preservation and possibly Mt. Grace.
 - Requested advice how to assist the town to negotiate the property less the golf course, buildings and the open field.
 - Spanbauer asked the board if there was interest in the property. All agreed. He said there were several avenues to pursue to come to an agreement with NMH and asked who would pay for the sub division survey. He suggested a letter be sent to NMH to ask if they would be interested in sub dividing the wetlands and to attach the letter sent in May 2012 or at least mention it in the new letter. He also suggested the Open Space Committee or the Conservation Commission could contact Mt. Grace for funding. Chappell said Jerry Wagener of Open Space was in contact with Mt. Grace on the subject and that there may be other funding available. Proujansky suggested negotiating who pays for the survey vs. the purchase

price. Jenny Tufts (Open Space) said Wagener and Sue Ross (Open Space) had toured the area and reported a survey had not been done and that NMH is not interested in paying for one. She suggested grant money may be available.

- Proujansky said to get clarity from NMH through Pratt on the price.
 - Spanbauer requested the letter be sent to NMH first to see what can be negotiated.
 - Tufts suggested contacting Mt. Grace, set up a meeting and discuss funding. Proujansky agreed that would be step two. Tufts said Wagener's letter did include a price. Hutcheson said he was interested how the numbers came about. Spanbauer said they were not ready to come up with numbers. He said if a meeting was arranged with NMH it might be in executive session. Proujansky asked if experts can attend executive sessions. Spanbauer responded yes.
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to draft a letter to NMH and have Spanbauer sign.**
- Kimberly Noake MacPhee, FirstLight relicensing update:
 - McPhee reviewed the five year process of relicensing. The current license will expire in 2018 and will be good for 30-50 years. She said the DEP is the agency that issues the permits. The towns involved need to work with the DEP for acceptable conditions. One of the issues to address is the erosion between the Vernon Vermont and Turners Falls Massachusetts dams.
 - McPhee said the FRCOG has been involved in riverbank erosion for 20 years. The report First Light submitted is lacking details and is still working on it. She said the FRCOG can work as an advocate for the town or a liaison can be appointed. She encouraged the town continue the level of involvement working with the FRCOG because the concerns need to be heard by the DEP.
 - Hutcheson asked if the FRCOG needed letters from the town and committees involved. McPhee said yes.
 - Gray made a motion to appoint Spanbauer as liaison, no second, motion failed.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously for Tom Hutcheson to be town contact with the FRCOG on relicensing with First Light. Spanbauer and Proujansky yes, Gray no. Passed**
 - Discussion prior to vote: Gray said Hutcheson had too much on his plate. Proujansky asked Hutcheson if he had the time. Hutcheson said he would be working with McPhee on key points along with the Conservation Commission but he would try and see how it went. Gray said it would be better if the liaison was a town resident. Hutcheson may not have as much goodwill for the project. He suggested Spanbauer because he is the chair and an engineer. Spanbauer said he did not have enough time due to the other committee meetings he attends.
 - Proujansky asked to have the re-licensing project a regular item on the agenda for feedback.
 - Gray said he was not interested in Hutcheson doing it.
 - McPhee said she would do the bulk of the work and needed to keep the lines of communication open for the town for feedback.
 - Tufts asked about a closed loop. McPhee explained the closed loop involving a separate reservoir lower for the station to pump water. She said the state would have to complete an environmental impact study.
 - Notice of Award for South Mountain Road blasting work
 - Low bid was Triple B Blasting at \$95,000.00. Andrea Woods of the FRCOG reviewed the bids and found all paperwork in order.
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to award the project to Triple B Blasting and enter into contract.**
 - Dianne Cornwell, Renew senior van contract with FRTA:
 - Cornwell reviewed the increase in service and said there may be a second van available with no increase to the assessment.
 - Spanbauer asked about the service and said they were told they only had two days for service in Northfield. Cornwell said this was a miscommunication and that Northfield residents call the Bernardston Senior Center to arrange rides.
 - Spanbauer said an MOU was required between Northfield and Bernardston because the contract does not reference Northfield. He said he has talked to the Northfield seniors and they feel they are not getting the service needed. Cornwell said the Selectboard and the Council on Aging need to work together on interests.
 - Cornwell will speak with Michael at FRTA for an extension to review the contract. Proujansky asked to see the level of service.
 - Spanbauer said when the new Director is hired an MOU will be signed. Cornwell said she would start a draft. Next meeting the FRTA contract will be signed.
 - Transition Northfield: community picnic, call for participation and volunteers

- Community Picnic scheduled for Sat. July 27 at the Kiwanis Park on School St. Several sponsors including Kiwanis, Lane Construction & Transition Northfield
 - Side street crosswalk painting
 - Hutcheson said they are not ready to move forward until questions who is to maintain the crosswalks is clarified.
 - Performance evaluation for Town Administrator
 - Gray requested the last evaluation to review the goals and if they were established. Gray said he had not filled out the form because no date was set.
 - Gray to fill out form and send to Spanbauer for compilation with discussion scheduled for July 23 meeting.
 - Hutcheson to forward his last evaluation to the board via email.
- **Transfer Requests**
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to approve the request for Transfer from Tom Walker, Superintendent of Streets & Building Maintenance for \$3,000.00 to be transferred from Highway Dept. Wages to Highway Superintendent Expenses.**
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the request for Transfer from Skip Dunnell, Fire Chief for \$2,600.00 to be transferred from Wages to Fire Station Maintenance.**
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Gray asked about an executive session. Hutcheson will contact those involved and have the meeting posted
- **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
6/27/13	Board of Health	4:45 pm	Town Hall
6/27/13	Town Governance Study	7:00 pm	Dickinson Library
7/2/13	Library Trustees	6:00 pm	Dickinson Library
7/3/13	Agricultural Commission	7:00pm	Town Hall
7/9/13	Selectboard	7:00 pm	Town Hall
7/9/13	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; Rep to School Committee
- **Announcements:**
 - Town Hall Offices will be closed July 4, 2013
- **Town Administrator Updates:**
 - I looked into the water district issue presented last time for Captain Beers Plain Road and found that the proposal went beyond the boundaries of the current district. Changing the boundaries takes a vote of the district, so I recommend that the Selectboard take no further action until and unless the district receives and accepts a proposal. I filed the last of the FEMA reimbursement forms for the February snowstorm "Nemo." The Town could receive approximately \$16,000 in reimbursement for equipment and labor costs.

I'll be submitting the second quarterly report to the Department of Energy Resources for the Green Communities project tomorrow or Thursday. The library window project is finished and we're moving forward with photovoltaics for the senior pavilion, a study on energy systems for Town Hall, and library air sealing and insulation. The Open Space Committee has received confirmation from the state that the revised Open Space Plan is good until 2020. The letter from the Executive Office of Energy and Environmental Affairs grants manager includes a handwritten note saying, "Great work!" In addition, DEP plans to use Northfield's plan as an example for other towns.

- **Appointments:**

- On a motion by Gray, seconded by Spanbauer **the board VOTED to appoint** Joan Deely to the Conservation Commission, term expires 6/30/2016. Gray, Spanbauer yes, Proujansky abstained.
- On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to appoint Mary Jane Porter and Andrea Dale to the** Trust Fund Committee, term expires 6/30/2016.
- On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to appoint Ed Doolittle as** Veteran Graves Officer, term expires 6/30/2014.
- On a motion by Gray, seconded by Spanbauer the board VOTED to appoint Lisa McLoughlin, Joan Deely, Mary Perrea, Howard Perrea, Robert Duby, Robert English to the Four Mile Brook Watershed Advisory Committee, term expires 6/30/2014. Gray, Spanbauer yes, Proujansky abstained.
- On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to appoint** Joanne McGee to the Open Space Committee, term expires 6/30/2016.
- On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Ruth Gallagher, Rhoda Yucavitch, and Eleanor Goodman to the Community Preservation Committee, term expires 6/30/2014.
- On a motion by Gray, seconded by Proujansky the board VOTED to appoint Ruth Gallagher, Stephen Serendynski, Tom Walker, and John Spanbauer to the Town Hall Master Plan, term expires 6/30/2014. Gray, Proujansky yes, Spanbauer abstained.
- On a motion by Proujansky, seconded by Spanbauer **the board VOTED unanimously to appoint** Kathleen Wright, Thomas Hutcheson, Tom Walker to the Natural Hazard Mitigation Plan, term expires 06/30/2014.
- On a motion by Proujansky, seconded by Gray **the board VOTED unanimously to appoint** Charlie Davis to the Cultural Council, term expires 06/30/2016.
- On a motion by Gray, seconded by Proujansky **the board VOTED unanimously to appoint** Elija Pack as an auxiliary police officer for training purposes.
 - Discussion prior to vote: Leighton reported Pack had completed his reserve training at the academy. Eli lives on the Mt. Hermon campus and graduated from college with a BA in computer science.
- On a motion by Proujansky, seconded by Gray **the board VOTED unanimously to appoint** Mary LaValley as a part-time, temporary nurse for Recreation Department; compensation to be paid by the Pioneer Valley Regional School District except for extra hours, to be paid by the Town of Northfield at the rate of \$30.00 per hour.
 - Discussion prior to vote: Recreation Commission Chair Melissa Gamache and Summer Playground Director Amy Henderson told the board the playground has a nurse funded through the Pioneer Valley Regional School District SPED Program that covers until 2pm in the afternoon. The playground currently has eight children, two requiring critical care. The Recreation Commission needs to hire the nurse as a Northfield employee to cover from 2pm to 3pm if needed temporarily for the duration of summer playground.
 - Hutcheson checked with the town insurance and said there was no extra cost.

- **Request for Use:**

- **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to approve the request from Ruth Gallagher to reimburse Loaves and Fishes \$335.90 for emergency fuel assistance.**
- **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the request from Emily Koester of Transition Northfield to use the Dining Hall on Sunday, June 30, 2013 from 6:30pm-9pm for a meeting.**

- **Request for One-Day Temporary Liquor License:**
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to approve the request from Steve Stoia of the Northfield Kiwanis for one day temporary liquor license on July 1, 8, 15, 22 and 28, 2013 from 5:30pm – 8pm and Kiwanis Park on School St.**
- **Gray commended the Highway Department and Jeremy Underwood for the work on the shed and the paving of the north and south driveway. The Selectboard thanked them for the job done.**

On a motion by Proujansky, seconded by Gray the board VOTED unanimously to adjourn at 8:50 pm.

Recorded by Sandra L. Wood, Secretary

_____ 07/09/13
Selectboard Clerk Date Approved