

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

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

Others present: Eleanor Goodman, Council on Aging Chair; David Rainville, The Recorder

The meeting was called to order at 7:00 pm

Gray requested a link to the Selectboard minutes be placed on the Town website home page.

- **Review and Approval of Warrants**
 - On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 07/02/13 Payroll warrant for \$25,848.81
 - On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 07/02/13 Vendor warrant for \$15,663.38
 - On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 07/09/13 Payroll warrant for \$23,997.67
 - On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 07/09/13 Vendor warrant for \$319,883.85
- **Review and Approval of Minutes**
 - On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the 06/25/13
- **Summary of Interim Selectboard Meetings as written.**
 - Ex. Session 6/28/13
- **Summary of meetings attended by Selectboard members**
 - Spanbauer attended a meeting of the Master Plan Committee
 - Proujansky attended meeting of the group interested in purchasing the golf course.
 - Gray announced he had interviewed various employees and residents in preparation of Town Administrator Tom Hutcheson's performance review and contract negotiation. Gray requested Proujansky recuse himself from evaluation and contract negotiations due to the lack of time Proujansky has worked with Hutcheson. Proujansky said he met with Hutcheson several times prior to being elected and had observed his work from watching Selectboard meetings and felt he could do a good job. Spanbauer stated Proujansky is Hutcheson's supervisor.
- **Old Business**
 - FRTA Contract
 - Spanbauer said the MOU with Bernardston was not ready. The contract had been revised and included an appended schedule. He said they needed to maintain service for the seniors for this year with the prospect of the Council on Aging obtaining van service for just Northfield next year.
 - Gray questioned how the contract could be signed without an MOU. Spanbauer replied the MOU was a separate document between the towns of Bernardston and Northfield and was not part of the contract.
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to sign the FRTA contract.**
 - First Light Relicensing Comment
 - The letter was reviewed.
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the letter and send.**
 - Eleanor Goodman, CoA Chair: Recommendation from the Council on Aging for Senior Center Director Appointment
 - Goodman addressed the board and said the Council on Aging recommended Heather Tower for the position of Council on Aging /Senior Center Director. Spanbauer, who was part of the search committee, said Tower had seven years of outreach work with seniors; specialized in gerontology and held a MA in social work. The Council on Aging also recommended Tower be hired at Grade 8 Step 2.
 - Gray questioned the pay rate for discussion. Spanbauer said the job description was categorized as a grade 8 on the compensation plan and with Tower's qualifications he agreed with the CoA's recommendation of step 2. Gray asked there was any reason why during the six month probation the compensation could not be lower. Spanbauer did not know of a reason but was not in favor of a lower compensation. Gray said he was not in favor of the recommended compensation and requested the vote go through.
 - **On a motion by Proujansky, seconded by Spanbauer the board voted to accept the appointment of Heather Tower at a grade 8 step 2 salary. Spanbauer and Proujansky yes, Gray no. Vote passed.**

- **New Business**
 - none
- **Request for Appropriation Transfer**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the request from Barbara Brassor, Treasurer to transfer \$217.32 from Treasurer Expense to Tax Title & Foreclosure.**
 - **On a motion by Proujansky, seconded by Spanbauer the board VOTED to approve the request from Don Thornton, Dog Officer to transfer \$152.75 from Ch. 32 B Health Insurance to Dog Officer Expense. Spanbauer and Proujansky yes, Gray did not respond. Vote passed.**
 - Discussion prior to vote: Gray questioned the procedure for processing transfers and felt the Finance Committee should review and approve them first. Spanbauer explained that both the Finance Committee and the Selectboard must review and approve. Past history did not specify which had to be done first. Proujansky suggested the votes be taken and followed up with a discussion with the Finance Committee and possibly a policy defining the procedure.
 - **On a motion by Proujansky, seconded by Spanbauer the board VOTED unanimously to approve the request to transfer \$19.99 from Ch. 32B Health Insurance to Copy Machine Supply/Service**
 - **On a motion by Proujansky, seconded by Gray the board voted to approve the request to transfer \$1600.00 from Ch. 32 B Health Insurance to Street Lights. Spanbauer and Proujansky yes, Gray did not respond. Vote passed.**
 - **On a motion by Proujansky, seconded by Spanbauer the board voted to approve the request to transfer \$4.02 from Ch. 32B Health Insurance to Town Building Sewer Use. Proujansky and Spanbauer yes, Gray did not respond. Vote passed.**
 - **On a motion by Proujansky, seconded by Spanbauer the board voted unanimously to approve the request to transfer \$4,087.85 from Ch. 32B Health Insurance to Soldiers Relief.**
 - **On a motion by Proujansky, seconded by Spanbauer the board voted unanimously to approach the Finance Committee for proper procedure and come up with a policy.**
 - **On a motion by Proujansky, seconded by Spanbauer the board voted to approve the request to transfer \$482.56 from Ch. 32B Health Insurance to Town Legal Expense. Spanbauer and Proujansky yes, Gray no.**
 - **On a motion by Proujansky, seconded by Spanbauer the board voted to approve the request to transfer \$216.15 from Ch. 32B Health Insurance to FICA & Medicare. Proujansky and Spanbauer yes, Gray no.**
- **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
7/10/13	Board of Assessors	7pm	Town Hall
7/10/13	Planning Board	7pm	Town Hall
7/11/13	Board of Health	4:45 pm	Town Hall
7/11/13	Historical Commission	7pm	Town Hall
7/11/13	Sewer Commission	4:15 pm	Town Hall
7/15/13	Finance Committee	7pm	Town Hall
7/15/13	Electronic Comm. Committee	7pm	Town Hall
7/16/13	Energy Committee	5:30 pm	Dickinson Library
7/16/13	Open Space Committee	7:30 pm	Town Hall
7/17/13	Conservation Commission	7:30 pm	Town Hall
7/18/13	Council on Aging	9:30am	Town Hall
7/23/13	Selectboard	7pm	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; School Committee Representative

- Announcements:
 - Town Hall Offices will be closed until approximately 9:30 am Wed. July 17 for a staff meeting
 - From Dickinson Library: This Friday night: Try your hand at fishing with Mass Wildlife's Jim Lagacy. Fishing poles and bait will be provided. Meet at the library and go to a nearby fishing hole! 6:00 July 12 (Don't forget the bug spray)
 - Sunday afternoon July 14 the duo Moonshine Holler will bring old-time Appalachian ballads, blues and breakdowns to Northfield. Please join this special celebration of the Friends of the Dickinson Memorial Library and the volunteers. Everyone is welcome. 4:00 p.m. (Outside or inside - it depends on the weather!). This program is made possible through a grant from the Northfield Cultural Council.
 - The Northfield Historical Commission has planned a weekend series of events, Northfield Days of History: Landmarks of East Northfield on Saturday, July 13, 2013 from 10 A.M. to 1:00 PM and on Sunday, July 14, 2013 from 2:00 to 4:00 PM. All exhibits will be in East Northfield at the Northfield History Museum on Pine St and at the Dwight L. Moody Birthplace Museum on Moody St.
 - Walking tours will begin at Northfield History Museum. Local historian, Ed Finch will conduct tours to the Northfield Inn and Chateau sites. Friends of Schell Bridge will conduct tours to view Schell Memorial Bridge and will serve refreshments.
 - The Historical Commission will display photos and files of recently inventoried homes in East Northfield.
 - At the end of the weekend, all are invited to participate in a Sunday July 14 evening Vesper Service, in the Moody tradition, planned by Moody descendant, David Powell and Rustic Ridge Association members at 7:00 PM on Round Top, just north of the Birthplace.
- Appointments:
 - **On a motion by Gray, seconded by Proujansky the board voted unanimously to appoint Tom Shearer to the Four Mile Brook Watershed Advisory, term expires 6/30/2014.**
- Request for Use:
 - **On a motion by Gray, seconded Proujansky the board voted unanimously to approve the request from Jeanette Tessier of North County Quilters to use the Town Hall Dining Room on Sat. Aug. 17, 2013 from 8am-4pm for quilting activities.**

On a motion by Gray, seconded by Proujansky the board voted unanimously to adjourn at 7:45 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

Date Approved