

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

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

Others present: Barry Bordner, Chair, Steve Stoia, Christian Guertin, Nathan Hussey, Homer Stavely, Town Governance Study Committee; Jeremy Underwood, Recreation Commission.

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 8/27/13 Payroll warrant of \$27,162.81**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 8/27/13 Vendor warrant of \$22,372.20**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 9/3/13 Payroll warrant of \$14,521.29**
- **Review and Approval of Minutes**
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the Selectboard minutes of 08/20/13as written.**
- **Summary of Interim Selectboard Meetings-** none
- **Summary of meetings attended by Selectboard members**
 - Spanbauer- Master Plan Steering Committee on 8/28
- **Old Business**
 - WWI Plaque update
 - The plaque has been cleaned and is in storage until the front steps are replaced.
 - Interim Town Administrator
 - **On a motion by Proujansky, seconded by Spanbauer the board voted to sign the contract as printed and present it to candidate Kevin Paicos, all interested in sending the contract to Kevin Paicos, Spanbauer and Proujansky yes, Gray no. Passed.**
Discussion prior to vote: Gray not in agreement with salary.
 - Schedule Executive Session
 - Wood to schedule meeting and speak to individual Selectboard members regarding personnel issue.
 - Town Governance Study Committee
 - Barry Bordner and Christian Guertin of the Town Governance Study Committee presented the committee's report. The recommendation was for a strong Town Administrator and the report included a job description. The committee will meet to wrap up the study and present the Selectboard with an organizational chart and recommendations for bylaws. Bordner suggested convening another TGSC in a few years to check the progress of the recommendations.
 - Spanbauer said the Selectboard will review the report and create a list of questions to put before the TGSC for the Selectboard meeting on 9/17.
- **New Business**
 - Town Administrator Search Committee
 - The committee will aid in the search for a full time Town Administrator
 - See appointments below
 - Appointment to the FRCOG Planning Board
 - Former Town Administrator Tom Hutcheson was the representative to the FRCOG Planning Board
 - Gray suggested Kathy Wright who is currently representing the town on the main FRCOG.
 - Letter in support of Governor's Last Mile Initiative
 - The Selectboard has supported the initiative throughout the process and signed the letter.
 - Sewer Liner Bid Opening
 - Two bids were received.
 - Bid from Clearflow of Stoughton, MA; \$11,200.00 to line sewer service from Town Hall to the manhole behind the building.
 - Bid from Silver Lining Trench System of Needham Heights, MA ; \$17,956.00

- The Selectboard will make a recommendation at their next regular meeting.

• **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
9/4/13	Agricultural Commission	7:00 pm	Town Hall
9/5/13	ZBA	7:00 pm	Town Hall
9/9/13	Finance Committee	7:00 pm	Town Hall
9/10/13	Recreation Commission	7:00 pm	Town Hall
9/11/13	Board of Assessors	7:00 pm	Town Hall
9/11/13	Planning Board	7:00 pm	Town Hall
9/12/13	Board of Health	4:45pm	Town Hall
9/12/13	Historical Commission	7:00 pm	Town Hall
9/12/13	Electronic Communications & Cable TV	7:00 pm	Town Hall
9/13/13	Town Governance Study Forum	6:00 pm	Green Trees Gallery
9/17/13	Selectboard	7:00 pm	Town Hall
9/17/13	Energy Committee	5:30 pm	Dickinson Library

- **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; Conservation Commission
- **Announcements:**
 - Update: Blasting and construction on South Mountain Rd. is located between Redemption Christian Academy (formerly Linden Hill School) and Fisher Rd. One lane traffic during the day and open at night unless work creates necessity to close.
- **Correspondence:**
 - Email from Debbie Delabruere re: guidance and clarification on PVRS IEP issue.
 - Proujansky gave some background to the situation and said it was a PVRS district issue to be dealt with by the SPED department, Superintendent Doiron and the School Committee. He did not feel the issue was a matter for the Selectboard.
 - Gray said the school funding for the nurse used for the Northfield Summer Playground program made it a Northfield responsibility.
 - Jeremy Underwood of the Recreation Commission said there were no town funds used for the use of the nurse and explained the agreement between the nurse and the town was for insurance coverage if the nurse was needed past the district’s agreement to cover extra hours.
 - Gray wanted to follow through to make sure no town funds were used. Underwood said Sharon Jones of the SPED department will be attending the Recreation Commission meeting on 9/10 and invited the Selectboard to attend. Gray said he would attend.
- **Appointments:**

- On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Joann Newton and Pam Veith as Election Officers term expiring 8/15/14.
- On a motion by Gray, seconded by Proujansky the board VOTED unanimously to appoint Nick Fleck to the Conservation Commission term expiring 6/30/16
- On a motion by Spanbauer, seconded by Gray the board VOTED to appoint Barry Bordner, Joan Deely, Raymond Zukowski, Michael Noble and Nick Fleck to the Town Administrator Search Committee term expiring 9/3/2014. Spanbauer and Gray yes, Proujansky abstained.
- Request for Use:
 - On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the request from Ruth Gallagher of Loaves and Fishes for reimbursement of \$347.90 for emergency fuel.
- Request for One-Day Temporary Liquor License:
 - On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the request from Steve Stoia of the Northfield Kiwanis for temporary one day liquor license on September 9, 16, 23, 30, 2013 from 5:00 pm to 7:30 pm at Kiwanis Park on School St.
- Proposed Agenda Items
 - Gray requested the Delbruere issue to be included if it is not resolved beforehand.

On a motion by Spanbauer, seconded by Proujansky the board voted unanimously to adjourn at 7:48pm.

Recorded by Sandra L. Wood, Secretary

_____ 9/17/2013
 Selectboard Clerk Date Approved