

MEETING OF THE NORTHFIELD SELECTBOARD

OCTOBER 15, 2013

7:00 PM

NORTHFIELD TOWN HALL

AGENDA

***INDICATES A CHANGE FROM THE DRAFT VERSION**

- Selectboard present: **all members**
- Also present: **Kevin Paicos, Interim TA**
- Citizens' concerns- **none**
- Review and Approval of Warrants
 - 10/8/13 Payroll warrant \$21,569.11 – **Moved by Dan Gray, 2nd by Jed Proujansky and voted unanimously.**
 - 10/8/13 Vendor warrant \$52,200.51 - **Moved by Dan Gray, 2nd by Jed Proujansky and voted unanimously**
 - 10/15/13 Payroll warrant \$ - **Moved by Dan Gray, 2nd by Jed Proujansky and voted unanimously**
 - 10/15/13 Vendor warrant \$ - **Moved by Dan Gray, 2nd by Jed Proujansky and voted unanimously**
- **Review and Approval of Minutes**
 - 09/30/13 staff meeting - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously with Dan Gray abstaining.**
 - 10/1/13 - **Moved by Dan Gray, 2nd by Jed Proujansky and voted unanimously**
- Summary of Interim Selectboard Meetings – **none**
- Summary of meetings attended by Selectboard members - **Board members made brief notes of recent meetings.**
- **Old Business**
 - Heather Tower, Senior Center/Council on Aging Director: Explanation of COA formula grant – **Heather explained the grant to the Board.**
 - Acting Chief Leighton: Explanation of the County Mutual Aid Agreement – **it was moved by Jed Proujansky and 2nd by Jack Spanbauer to approve the Mutual Aid Agreement with Dan Gray opposed.**
 - Special Municipal Employee status/Recreation Commission - **it was moved by Jed Proujansky and 2nd by Jack Spanbauer and voted unanimously to approve special municipal employee status for the Recreation Commission..**
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- **New Business**
 - Meeting Schedule: October 22 – **Mtg. scheduled for Oct. 22, 2013**
 - Traffic Study for Maple Street - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously to conduct a traffic study of Maple St.**
 - Network Security for Town Hall – **Jed Proujansky reported on his concerns.**
 - Request from Town Governance Study Committee for a wage and salary study for the proposed Town Administrator job description by the compensation group consisting of a Selectboard member, interim TA and a Finance Committee member; need for Special Town Meeting – **the Board directed the TA to convene a meeting of the committee to conduct a review of the new TA job description for inclusion in the employee wage/classification plan.**
 - Chapter 90 Reimbursement Request forms (2) - **Moved by Dan Gray, 2nd by Jed Proujansky and voted unanimously.**
 - Assessment of Structure Contract/Fire Station – **the Board directed the TA to research this issue and report back.**
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
- **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
10/16/13	Conservation Commission	7:30 pm	Town Hall
10/18/13	Council on Aging	9:30 am	Town Hall
10/24/13	Board of Health	4:45 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; School Committee Representative; Conservation Commission
- Announcements: Chairman Spanbauer made several announcements of pending meetings.
- Correspondence: None
- Town Administrator Updates: See attached.
- **Appointments:**
 - Eric Meals to the Town Administrator Search Committee; term expires 9/03/14 - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously**
- **Request for Use:**
 - Request from Ben and Kerry Briggs to hold a medal ceremony in the auditorium on November 1, 2013 at 11 am. - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously**
 - Request from Ruth Gallagher to reimburse Loaves and Fishes \$344.90 for emergency fuel - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously**
 - Request from Chris Demars of the VFW to use the Cafeteria at Northfield Elementary School on October 31, 2013 from 6p-9p for Rag Shag Parade and activities - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously**
 - *Request from Ruth Gallagher of Loaves and Fishes for reimbursement of \$394.00 for emergency fuel assistance - **Moved by Jed Proujansky, 2nd by Jack Spanbauer and voted unanimously**
- **Request for One-Day Temporary Liquor License:**
 - Request from Louis Guillette of the Northfield Kiwanis for a one day temporary liquor license on Nov. 4, 18, and 25, 2013 from 5pm-8pm; Town Hall, 69 Main St. - **Moved by Jed Proujansky, 2nd by Dan Gray and voted unanimously**
- **Proposed Agenda Items**

Executive Session and Adjourn – moved by Jed Proujansky and seconded by Dan Gray to adjourn at 8:15 p.m.

Selectboard Clerk

Date approved