Selectboard Present: Jack Spanbauer, Chair; Tracy Rogers; Julia Blyth

Also Present: Paul Boushell, Town Administrator; Sandra L. Wood, Town Secretary; Kayla Drumgool, BNCTV

Others Present: Nathan L’Etoile, Moderator; Shelby Ashline, The Recorder

* Meeting was called to order at 6:00 pm
* **Review and Approval of Warrants**
	+ On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 04/11/17 Payroll warrant of $30,015.65
	+ On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 04/11/17 Vendor warrant of $69,314.08
	+ On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 04/18/17 Payroll warrant of $21,035.14
	+ On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 04/18/17 Vendor warrant of $7,568.24
* **Review and Approval of Minutes**
	+ On a motion by Spanbauer, seconded by Blyth the board voted to approve the minutes of 03/27/17 as written. Rogers abstained.
	+ On a motion by Rogers, seconded by Blyth the board voted to approve the minutes of 04/03/17 as written.
	+ On a motion by Spanbauer, seconded by Blyth the board voted to approve the minutes of 04/04/17 as written. Rogers abstained.
* **Interim Selectboard Meetings**
	+ Zoning Revision Public Meeting-no Selectboard discussion
* **Meetings attended by Selectboard members**
	+ Spanbauer: 4/5 Business Association; emcee for PTO spaghetti dinner
	+ Rogers: Selectboard presentation at the PTO dinner; H.E.A.R.T.; Emergency Services Facility meeting
* **Old Business**
	+ First Light Settlement Negotiations Confidentiality Agreement
		- The FRCOG is looking into restrictions municipalities have to adhere to with public records and this confidential agreement.
		- The board agreed Blyth could represent the town and sign an agreement.
		- On a motion by Spanbauer, seconded by Rogers the board voted to appoint Blyth as the representative to the First Light negotiations.
	+ Regional Emergency Communications Center participation
		- Rogers advised not signing the request to participate because the information was already known. Spanbauer and Blyth supported Roger’s recommendation.
	+ Memo from Building Commissioner Jim Hawkins; property updates
		- After review of the Building Commissioner’s memo the board supported taking legal action necessary.
		- On a motion by Spanbauer, seconded by Rogers the board voted unanimously to support Jim Hawkins is addressing these violations & authorize him to proceed and use of town counsel.
	+ Issuance of V.F.W. 9874 Veterans Club all alcohol liquor license
		- Request in writing from Robert Henry to waive the annual license fee.
		- On a motion by Spanbauer, seconded by Blyth the board voted to waive the fee with exception of processing expenditures.
	+ Annual Town Meeting; motions, pre ATM meeting
		- Motions were read with explanations and assigned
	+ RKG & Associates contract amendment
		- Due to tabling the article last November the contract needed to be amended.
		- On a motion by Spanbauer, seconded by Rogers the board voted to approve the contract amendment with RKG with an increase of $5,500 term ending June 30, 2017.
* **New Business**
	+ Credit Card Use Policy
		- Blyth felt the term “not for personal use” was used three times and repetitive and clarification was needed on the monthly reconciliation section.
	+ May meeting schedule
		- Proposed meetings in May: 5/2, 5/16 (Spanbauer to be absent) & 5/30
* **Town Administrator’s update**
	+ Met with the Board of Health RE: Recycling Coordinator
	+ Elevator phone installs on 4/28
	+ Assessor’s server online
* **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
	+ Blyth: candidate information on the website.
		- Concerns of using the Town facility to post campaigning. Selectboard advised against posting.
	+ Rogers: Town Administrator search
		- Panel will consist of Rogers and various department heads.
* **Correspondence:**
	+ Letter of Thanks from the Town of Conway for Chief Dunnell and other Northfield personnel with the emergency assistance they provided following the tornado on Feb. 25
	+ Letter from Robert Henry of the VFW Post 9874 with Memorial Day festivities
* **Appointments**:
	+ On a motion by Rogers, seconded by Blyth the board voted unanimously to re-appoint Ted Penick as the Fred Wells Will Trustee; term expires 4/30/18
	+ On a motion by Rogers, seconded by Blyth the board voted unanimously to re-appoint Don Thornton as the Dog Officer; term expires 4/30/18
	+ On a motion by Blyth, seconded by Rogers the board voted unanimously to appoint Collin Cheek to the Energy Committee; term expires 12/31/19 (correction of expiration date)
	+ On a motion by Blyth, seconded by Rogers the board voted unanimously to appoint Lisa Marie Ward as a Temporary Seasonal Laborer for the Highway Department
* **Boards and Committees /Announcements**
	+ New Openings: A number of committees and boards have openings. A list is available for viewing on the Employment Opportunities page of [www.northfieldma.gov](http://www.northfieldma.gov) and on the Town Hall posting board.
	+ Announcements:
		- Franklin County Solid Waste District “Clean Sweep” day on May 6 from 9am-Noon. Held at the Northfield Highway Garage
		- April 20 at Cameron’s Winery will be the final Zoning Revision Forum, 6:30pm

**On a motion by Rogers, seconded by Blyth the board voted to adjourn at 7:05 pm**

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk Date Approved