

April 18, 2017

Northfield Town Hall
69 Main St

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**

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- 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 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

Selectboard Clerk

5/2/17
Date Approved