

July 11, 2017

Northfield Town Hall  
69 Main St

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

Also Present: Willie Morales, Town Administrator; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

Others Present: Virginia Hastings, North Lane; Denis Brennan, Veterans Graves Officer; Shelby Ashline, The Greenfield Recorder

- Meeting was called to order at 6:00 pm
- **Citizens' concerns**
  - Virginia Hastings, 30 North Lane: Read a complaint about noise (music) lasting until 11pm on campus last summer. Requested Selectboard create a noise bylaw with additional specifications.
    - Selectboard will investigate. Clarification given of the current noise bylaw in place and the process of public special event permitting.
- **Review and Approval of Warrants**
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 7/4/17 Payroll warrant of \$ 20,982.53
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 7/11/17 Payroll warrant of \$ 47,472.62
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 7/11/17 Vendor warrant of \$48,752.23
- **Review and Approval of Minutes**
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 06/27/17 minutes as written.
- **Meetings attended by Selectboard members**
  - Spanbauer: Finance Committee on 7/10
  - Blyth: Reception at St. Thomas Aquinas with TA Morales
- **Old Business**
  - Request to change speed limit on Glenwood Ave. to 25mph
    - On a motion by Blyth, seconded by Rogers the board voted to change the speed limit on Glenwood Ave. to 25mph.
  - Change YIELD sign to STOP sign on intersection of Commonwealth Ave and Old Turnpike Rd.
    - On a motion by Rogers, seconded by Blyth the board voted to change the YIELD sign on the intersection of Commonwealth Ave and Old Turnpike Rd. to a STOP sign.
  - Town Hall drainage
    - Morales to investigate and review at the next Selectboard meeting.
  - Review of Administrative Assistant job descriptions/salary
    - Morales will talk to Chief Leighton about the wages.
    - Spanbauer suggested the position be reviewed.
- **New Business**
  - Request to change speed limit on School Street to 25mph.
    - This request had been addressed with TA Noble before the Town Meeting vote to authorize the Selectboard to change traffic signs on minor town roads.
    - On a motion by Rogers, seconded by Blyth the board voted to change the speed limit on School Street to 25mph.
  - EMS Chief, Fire Chief & Asst. Fire Chief request for stipend raise.
    - Rogers made a preliminary survey of area stipends and found a wide range for these positions.
    - To be reviewed at the next regular Selectboard meeting
- **Request for Appropriation Transfer**
  - The following requests were approved by the Finance Committee on 7/10/17.
  - On a motion by Rogers, seconded by Blyth the board voted to approve the request from Barbara Brasseur to transfer \$250.00 from Treasurer's Expense to Tax Collector's expense.
  - On a motion by Rogers, seconded by Blyth the board voted to approve the request from Tom Walker to transfer \$22,000.00 from Cemetery Acct. & Highway Bridges & Rails to Highway Dept. Wages.
    - Highway Superintendent Tom Walker will be asked to attend the next meeting to explain the request.
- **Town Administrator's update**
  - Transfer Station compactor bid process

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- Communications with Manley Solutions regarding the virtual monitoring agreement
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
  - Denis Brennan, Veterans Graves Officer: request to purchase flag holders for WWII graves.
    - Brennan to contact Town Accountant Deb Mero
  - Appointment of Chief Procurement Officer
    - On a motion by Spanbauer, seconded by Rogers the board voted to appoint Willie Morales Chief Procurement Officer for the Town of Northfield.
- **Appointments:**
  - On a motion by Spanbauer, seconded by Blyth the board voted to appoint Susan Space to the Open Space Committee; term expires 6/30/2019
  - **Re-appointment**
    - On a motion by Spanbauer, seconded by Blyth the board voted to re-appoint Lara Dubin to the Community Preservation Committee; term expires 6/30/2018
- **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.

**On a motion by Rogers, seconded by Blyth the board voted to adjourn at 6:33pm**

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk

7/25/17  
Date Approved