

August 15, 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; Kayla Drumgool, BNCTV

Others Present: Jerry Wagener, Open Space Committee Chair; Robin Conley OSC; John Lapore; Chief Leighton; Kathryn Scott; Highway Superintendent Tom Walker; Richard Hamilton

- The meeting was called to order at 6:00 pm
- **Citizens' concerns**
  - Bill Kilpatrick 166 Gulf Rd: asked the Selectboard if there was a way to recover the money being used to clean up a property on Caldwell Rd and if there were any standards in place for the conditions of private property. The property he was concerned about is not the property owned by the town but a private residence. He was advised to address his concerns with the Board of Health in regards to the private property.
- **Review and Approval of Warrants**
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 08/01/17 Payroll warrant of \$23,593.45
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 08/01/17 Vendor warrant of \$52,717.17
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 08/08/17 Payroll warrant of \$31,924.77
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 08/08/17 Vendor warrant of \$912,234.00
  - On a motion by Rogers, seconded by Blyth the board voted to approve the 08/15/17 Payroll warrant of \$20,115.57
- **Review and Approval of Minutes**
  - On a motion by Blyth, seconded by Rogers the board voted to approve the minutes of 07/25/17 as amended.
  - On a motion by Blyth, seconded by Rogers the board voted to approve the minutes of 08/08/17 as written.
- **Interim Selectboard Meetings**
  - 8/8/2017
- **Meetings attended by Selectboard members**
  - Rogers: Emergency Services Facility Committee
  - Blyth: Energy Committee
- **Old Business**
  - Net Metering
    - Blyth reported the town can accept credit from renewable energy projects. The Energy Committee will be looking into this further. Blyth will provide written information for review.
  - Cell Tower
    - The FRCOG and Morales will be putting together an easement bid. The Selectboard decided on a term of 50 years.
  - Transfer Station/Recycling Coordinator
    - The evaluation of the job description came in at grade 8.
    - The position will be advertised.
    - On a motion by Spanbauer, seconded by Blyth the board assigned the Transfer Station Recycling Coordinator as grade 8.
  - Highway Dept. Staffing
    - Richard Hamilton as Highway Foreman
      - Morales requested the grade be changed to 9. The board did not want to change the grade without reviewing. The board agreed to grade 8 step 10 at \$24.86/hour.
      - Walker said the job description needs evaluating.
      - The board agreed to have an evaluation done and if it was found to be grade 9, the difference would be retroactive from the start date.
      - On a motion by Spanbauer, seconded by Rogers the board voted to hire Mr. Hamilton at grade 8, step 10.
      - Hamilton accepted.
- **New Business**

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- 2016 Stewardship Award presentation
  - John Lapore is the 2016 recipient of the Stewardship Award. Lapore is retired from PVRs and has an interest in ecological design.
  - On a motion by Spanbauer, seconded by Rogers the board voted to endorse John Lapore as the 2016 Stewardship Award recipient.
- Discussion of General Bylaws
  - The intent is to formalize and update and document our current bylaws
  - The board signed a letter of request to be sent to the Attorney General's office for assistance with the Technical Assistance Bureau.
- **Town Administrator's update**
  - Schell Bridge update-out of 8 alternatives, 3 have been selected.
  - Town email archiving is in compliance
  - The FRCOG has a draft report on the brownfield study
  - Caldwell Cleanup- Vendor to begin work by 8/21 pending equipment availability
  - BoH Compactor-quotes are due by 8/17/17
  - Emergency Services Facility Committee OPM selection: Cardinal
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
  - Schedule a working session with Board of Assessors RE: PILOTS
- **Correspondence:**
  - Greater Northfield Watershed Association RE: Mitchell property
    - Morales will discuss the topic with Zoning Enforcement Officer Jim Hawkins
- **Appointments:**
  - On a motion by Blyth, seconded by Rogers the board voted to appoint Kathryn Scott as a part-time administrative assistant to the Police Dept. grade 5 step 1.
  - **Election Officers:** On a motion by Rogers, seconded by Blyth the board voted to appoint Peter Blake, Barbara King, Pam Eldridge, Gail Stone, David Stone; terms expire 8/15/18
- **RE-Appointments:**
  - **Election Officers:** On a motion by Rogers, seconded by Blyth the board voted to re-appoint Elizabeth L'Etoile, Jerry Scott, Deborah Campbell, Diane Fuller, Linda Leavis, Nina Sibley, Bernhard Porada, Pam Veith, Joel Fowler, Betty Gibson, Bruce Kahn, Sandra Campbell, Bethany Walker, Joanne Newton, Patricia Stone, Al Stone, Kay Snow, Judith Matteo, Jessie Wiggin, Carol Holden; terms expire 8/15/18
  - **Northfield Board of Registrars:** On a motion by Rogers, seconded by Blyth the board voted to re-appoint Dan Campbell; term expires 8/15/2020.
  - On a motion by Rogers, seconded by Blyth the board voted to appoint Alex Pirozhkov as a Reserve Officer to the Northfield Police Department. Term expires 12/31/17.
- **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:
    - Lt. Governor Polito presenting the Community Compact Grant on Aug. 16 at 11:30 am, Town Hall.
    - PVRs District meeting; Aug. 24
    - Wednesday, August 16 NATABA honoring Jack Spanbauer for his service to the community.

On a motion by Blyth, seconded by Rogers the board voted to adjourn at 7: 14pm.

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk

9/5/17  
Date Approved