

September 5, 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/Kayla Drumgool, BNCTV

Others Present: Chad Glover; Lois Stearns; Meaghan Desmarais, NES Principal; Cheryl George, PTO Chair; EMS Chief Mark Fortier; Norman Caulkins III, Amy Weeks, Mitchell LaClaire

- 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 to approve the 8/22/17 Payroll warrant of \$32,008.15
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 8/22/17 Vendor warrant of \$55,267.79
 - TA signature authorization for 8/22/17 warrants- signed.
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 8/29/17 Payroll warrant of \$20,438.03
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 8/29/17 Vendor warrant of \$184,335.01
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 9/5/17 Payroll warrant of \$29,348.76
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 9/5/17 Vendor warrant of \$25,254.99
- **Review and Approval of Minutes**
 - On a motion by Rogers, seconded by Blyth the board voted to approve the minutes of 08/15/17 as written.
- **Meetings attended by Selectboard members**
 - Spanbauer, Rogers: 8/24 School Committee
 - Spanbauer: 8/16 NATABA
 - Rogers: H.E.A.R.T.
- **Old Business**
 - Cell Tower – still in research phase
 - Brownfields study update
 - The study will require the Selectboard to determine potential intent of the property. Agriculture and solar were suggested. Morales to report back to FRCOG
 - Caldwell Rd Cleanup
 - Morales referred to a letter to the contractor regarding releasing vehicles to the former owner of the property.
- **New Business**
 - Presentation of Years of Service Award: Chad Glover, from the House of Representatives & Selectboard
 - Chad Glover was present to accept the commendations from the Selectboard and the House of Representatives. The board thanked him for his past and current years of service to the town.
 - NES Electrical Study Contract
 - OWL Engineering will analyze the electric bills and will submit feedback by November.
 - On a motion by Rogers, seconded by Blyth the board voted to sign the contract with OWL Engineering for \$7,500.00 for an electrical study at Northfield Elementary School.
 - NES PTO Playground Purchase
 - PTO Chair Cheryl George and Principal Megan Desmarais reported on the upcoming installation of new swings. Tom Walker has offered his services to assist
 - The Selectboard approved the purchase.
 - Town Hall Phase II Electrical Contract
 - Bid process was handled by the FRCOG
 - Two bids for consideration: DMH at \$83,700 and ZAPP Electric at \$94,000
 - On a motion by Rogers, seconded by Blyth the board voted to award the Town Hall phase II electrical to DMH Electrical at \$83,700.
 - Letter of Support for Thomas Aquinas
 - Thomas Aquinas is seeking support from state representatives to obtain their accreditation.
 - The board agreed to have Spanbauer draft and sign the letter.

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- Request for Town Administrator to attend ICMA annual conference; 10/21-26
 - \$600 funded by MMA grant
 - On a motion by Rogers Seconded by Blyth the board approved sending Town Administrator Willie Morales to ICMA Conference and to reimburse Morales \$485.59.
- Code Red renewal grant
- On a motion by Spanbauer seconded by Rogers the board authorized Floyd "Skip" Dunnell as signatory for the Code Red Grant Renewal
- **Town Administrator's update**
 - Memo to volunteers regarding state mandated ethics training and certification.
 - Bid winner for the Board of Health compactor was Atlantic Recycling Equipment at \$14,710.00
 - Letter sent to Enforcement Officer Jim Hawkins regarding Mitchell LLC non-compliance allegations to inspect and verify.
 - Eversource requested and was granted permission to work on Sundays from September 10- October 1.
 - Chief Leighton in coordination with custodian Tammy Pelletier had weeds removed from around Town Hall
 - Thank you to Building Maintenance Sam Stevens for upkeep of day to day tasks and performing specialized work.
 - Guardian has engineers working on the elevator phone project and have identified the issues.
 - Board of Assessors server to be migrated on 9/6.
 - Looking into call our rate for Fire Chief and Deputy Chief
- **Correspondence:**
 - MassDOT letter announcing Chap 90 apportionment for FY1 8 at \$288,422.00
- **Appointments:**
 - On a motion by Spanbauer, seconded by Rogers the board voted to appoint Mitchell LaClaire, Amy Weeks & Norman Caulkins III to EMS terms expire 12/31/17.
 - On a motion by Rogers, seconded by Blyth the board voted to appoint Frank Froment to the Council on Aging; term expires 12/31/19
- **Re-appointment**
 - On a motion by Rogers, seconded by Blyth the board voted to re-appoint Alice Fortier as an Election officer; term expires 8/15/18
 - On a motion by Rogers, seconded by Blyth the board voted to re-appoint Joe Stacy to the Community Park Committee; term expires 6/30/2020.
- **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: New Zoning Bylaws approved by the Attorney General. Thanks to Rich Fitzgerald.

On a motion by Rogers, seconded by Blyth the board voted to adjourn at 6:48pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

9/19/17
Date Approved