

October 31, 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: Susan O'Connor & Bob Pasteris, Energy Committee

- **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 10/24/17 Payroll warrant of \$29,365.49
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 10/24/17 Vendor warrant of \$901,989.37
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 10/31/17 Payroll warrant of \$21,708.73
 - On a motion by Rogers, seconded by Blyth the board voted to approve the 10/31/17 Vendor warrant of \$19,910.17
- **Review and Approval of Minutes**
 - On a motion by Rogers, seconded by Blyth the board voted to approve the executive session minutes of 9/25/17 as amended.
 - On a motion by Rogers, seconded by Blyth the board voted to approve the minutes of 10/03/17
 - On a motion by Blyth, seconded by Spanbauer the board voted to approve the minutes of 10/17/17. Rogers abstained.
 - On a motion by Blyth, seconded by Spanbauer the board voted to approve the minutes of 10/24/17 with the Assessors. Rogers abstained.
- **Interim Selectboard Meetings**
 - Tax Classification Hearing with Bd. of Assessors
- **Meetings attended by Selectboard members**
 - Blyth: Open Space Committee, Planning Board and FRCOG Council
- **Old Business**
 - Special Town Meeting article requests
 - The Building Utilization & Planning in conjunction with the Highway department, an article request was submitted for \$16,700 to do drainage work at the elementary school.
 - Title research for the Emergency Services Facility property
 - Policy on moratorium on marijuana
 - Transfer funds for CPO training
 - Police Officer Selection Committee
 - On a motion by Blyth, seconded by Spanbauer the board voted to appoint Bernhard Porada, Lois Stearns, Tracy Rogers, Amanda Dunnell to the Police Officer Selection Committee; term expires 12/31/17
 - Grade change for patrolman position
 - On a motion by Blyth, seconded by Rogers the board voted to approve the Police Officer position as grade 8.
 - Review of SRO job description
 - Morales has not received changes from Superintendent Miller and has not updated the job description.
- **New Business**
 - Postmaster Havens retirement
 - The Selectboard cited Postmaster Havens eleven years of service and signed a letter of congratulations.
 - Vote to renew the Inter-Municipal Agreement w/ Upper Pioneer Valley Veterans' Services District
 - On a motion by Rogers, seconded by Blyth the board voted to renew the inter-municipal agreement with the Upper Pioneer Valley Veterans' Services District.
 - Energy Committee project expenditure shortfall
 - The Selectboard granted permission to pay the over-cost from internal funds.
 - Tax rate/classification
 - On the recommendation of the Assessors and a vote of the Selectboard, a uniform single rate tax rate of \$17.86 was approved. This is an increase of \$1.41 from FY 2017.
 - Thomas Aquinas has been deemed tax exempt before opening as a college by the state.

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- The board proposed an informational meeting if there is enough interest from the public.
 - The excess levy capacity is \$163,236.28.
- Free Cash: \$547,226
 - Report comes from the state
 - Monies can be used to fund Special Town Meeting Articles
- Schedule Town Administrator review
 - Board members to coordinate with Wood to schedule review before December 1, 2017
- Review on preparation of agendas for Selectboard meetings
 - Chair is responsible for proposed items
 - Town Secretary keeps a running file
 - Town Administrator keeps track
 - Agenda is prepared by BoS Chair, Town Secretary & Town Administrator
 - Agenda is posted 48 hours minimum prior to meeting
 - Other board members can propose items with the approval of the Chair
 - Approval of item by the Chair did not happen on the 10/24/17 agenda. Spanbauer stated he would yield chair if requested.
- **Town Administrator's update**
 - Insurance benefits
 - Energy Committee expenditure
 - Superintendent shared services meeting; Bernardston; Rogers to attend
 - Letter from Leyden BoS: MOU/District agreement
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Blyth questioned inconsistencies in the ZBA decision of 24 Main and asked if Morales could look into. The board approved.
- **Correspondence:**
 - Leyden Selectboard Re: PVRSD agreement
- **Appointments:**
 - On a motion by Blyth, seconded by Rogers the board voted to appoint Mindy Nadolski 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:
 - PVRSD District Leadership workshop 11/9/17 @ 6:30pm
 - Community Preservation Committee: Community Preservation Act Informational Forum 7pm Thu. Nov. 9

On a motion by Rogers, seconded by Blyth the board voted to adjourn at 6:32 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

11/14/17
Date Approved