

[NORTHFIELD SELECT BOARD MEETING MINUTES]

July 26, 2022

Northfield Town Hall
69 Main St

Select Board Present: Barbara “Bee” Jacque, Chair; Heath Cummings(7:15pm), Vice Chair; Bernard Boudreau, Clerk; Alexander Meisner; Mary Bowen

Also Present: Andrea Llamas, Town Administrator; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

Board of Health: David Balk, Chair, Alison Wahlstrom, Karen Boudreau (BoH & Sewer Commission items)

Others Present: Stacy Bond; Josh Neil; Alex Strysky; Kathy Bridges

- Meeting was called to order at 6:00 pm
- **Scheduled Appointments**
 - **6:00 pm**
 - Stacy Bond – Recreation Director Appointment
 - Bond is Chair of the Recreation Commission and has been filling the position of Director, so she is well informed as to the duties required.
 - Her leadership skills have developed over time along with her other committee memberships
 - Leads by example so others see she does the work and not just delegate
 - Has learned to deal with stress through advice from other town officials
 - Motion by Meisner, seconded by Bowen the Select Board voted to appoint Stacy Bond as Recreation Director at grade 5, step 3.
 - Josh Neil – Constable Appointment; term expires on town election May 2023
 - Brief discussion on the origins of the position of Constable
 - Neil is a current employee for the town and learned about the position of Constable
 - Neil wanted a way to volunteer. The position is under the guidance of the Police Chief and the Town Clerk
 - Motion by Meisner, seconded by Boudreau the Select Board voted to appoint Josh Neil as Constable for the Town of Northfield; term expiring at town election May 2023.
 - Alex Strysky – Grandin Water District Commissioner Appointment; term expires June 30, 2024
 - Strysky’s background includes environmental protection and experience with the Dept. of Environmental Protection.
 - Strysky has clarified any possible conflicts with the State Ethics board
 - Resident for four years and volunteers on the Dickinson Library Trustees and the Energy Committee
 - Stated water supply is environmental and hopes to establish goals working with the consultants. He will incorporate climate change into the position
 - Motion by Boudreau, seconded by Meisner the Select Board voted to appoint Alex Strysky as Commissioner to the Grandin Water District; term expires June 30, 2024
 - **6:30 pm** Board of Health – Joint Board Appointment to fill vacancy; term expires on town election May 2023
 - The Board of Health called to order at 6:30 pm
 - Out of four candidates the Board of Health recommended Kathy Bridges to fill the vacated position
 - Candidates Josh Neil and Kathy Bridges were in attendance. Neil looking for positions to get involved. Bridges was formerly a member of the Board of Health for fifteen years and close to semi-retired. She has state inspection qualifications and designs septic systems. She will check with the Ethics Commission for conflicts
 - Motion by Wahlstrom, seconded by Karen Boudreau the Board of Health recommended and Select Board voted to appoint Kathy Bridges to the Board of Health; term expires at town election in May 2023. Vote: Unanimous
 - The Board of Health adjourned at 6:42 pm

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- **7:00 pm Sewer Update**
 - Karen Boudreau gave a brief history on the town's sewer issues and what the consent order from the Department of Environmental Protection is requiring.
 - Staffing is needed to assist Sewer dept Supervisor Isaac Golding in daily operations so Golding can concentrate on improvements
 - Tighe & Bond is doing an asset management plan/strategy due by the end of summer. Data to be used for a capital plan
 - Rates based on EDU classification
- **7:15 pm Robin McKeon-Block Party Request**
 - McKeon explained the purpose of the gathering to welcome the new families associated with Thomas Aquinas to the neighborhood
 - Motion by Meisner, seconded by Boudreau the Select Board votes to approve the Northfield Neighbors Block Party request from Robin McKeon for August 13 or rain-date 14, 2022 from 4pm-7pm in the area located on private property between Winchester Rd., Birnam Rd and North Lane
- **Review and Approval of Warrants**
 - Motion by Jacque, seconded by Meisner the Select Board voted to approve the 7/27/22 Payroll Warrant of \$61,424.34
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the 7/27/22 Vendor Warrant of \$110,902.75
- **Review and Approval of Minutes**
 - Motion by Bowen, seconded by Boudreau the Select Board voted to approve the minutes of 7/11/22 w/ FinCom. Meisner abstained
 - Motion by Meisner, seconded by Boudreau the Select Board voted to approve the minutes of 7/12/22 as amended
- **Meetings/Events attended by Selectboard members**
 - Boudreau: Friends of Northfield Seniors
 - Jacque: Emergency Services Facility Committee, Campus Center Community Collaborative Committee (C5); Sewer Commission; FRCOG Council; Rep. J. McGovern Coffee with a Congressman session
 - Meisner: Rec Director Hiring team
 - Cummings: C5
- **Business**
 - Emergency Services Building Update and Phases Review
 - Cummings stated the current design is sufficient for potential growth
 - To get to phase II, finalized design specs are put out to bid to generate cost estimates
 - Emergency services Chiefs' need to meet to solidify the concept, present to the Select Board and see if we are ready for phase II
 - A public meeting on the project for input would help towards the next phase
 - Police Officer Hiring
 - Chief Hall requesting to hire a full-time officer for day shift
 - Possible School Resource Officer if the Superintendent and School Committee come to an agreement on the position
 - Chief Hall, Llamas and Jacque are scheduled to meet with Superintendent Kinsella and School Committee Chair Reina Dastous next week
 - Jacque requested the process be started to fill the position as it is not contingent on the SRO position
 - Bowen and Cummings suggested the public be included for comment on the SRO position
 - Police Department Pursuit Policy
 - Discussion to fit the policy to Northfield's needs. Chief Hall is going through department policies to amend and update

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- To be posted on town website for public comment with a deadline of August 3, 2022
 - Cummings stated department policy should be left to the Chief
 - Chief Hall to attend next regular meeting to continue discussion
- New Seasonal Event Application
 - With the passing of the Noise Bylaw, the seasonal event application will be for applicants who wish to have multiple entertainment events throughout the year
 - Applicants will apply in January for a scheduled hearing complete with abutter notification. If granted, and if no violations have been issued during the year, the applicant may renew yearly without a full hearing or notifying abutters
 - \$200 fee will go to the general fund
 - 30-day notice in advance of events is required for all departments required to sign off
 - Motion by Boudreau, seconded by Meisner the Select Board voted to approve the Town of Northfield Seasonal Event Application
- Update Grant Development Director/Economic Development Job Description
 - The original Economic Planner job description was too broad. Llamas has narrowed down the description and wanted to repost the opening
 - The position will still require meeting with town businesses
 - Motion by Meisner, seconded by Bowen the Select Board voted to approve the Grant Development Director/Economic Development job description
- Regional Dog Shelter Services agreement – Renew
 - Motion by Meisner, seconded by Cummings the Select Board voted to approve the renewal of the Regional Dog Shelter Services agreement for fiscal year 23 through fiscal year 26
- Regional Animal Control Services agreement – Renew
 - Motion by Meisner, seconded by Cummings the Select Board voted to approve the renewal of the Regional Animal Control Services agreement for fiscal year 23 through fiscal year 26
- **Town Administrator's update**
 - Town Clock Update – The clock time and hourly bell system have been repaired. Need to replace and update the frayed wiring for a secondary motor that drives the bell gears for hourly chimes.
- **Committee/Board Appointments**
 - Motion by Cummings, seconded by Boudreau the Select Board voted to appoint Deb Lanou to the Community Preservation Committee as Council on Aging/Housing rep; term expires 6/30/23
- **Proposed Agenda Items**
 - Police: Vehicular pursuit, post on website for comments by August 3; hire position and update on meeting with the Superintendent Kinsella, School Committee Chair Dastous, and Police Chief
 - Emergency Services Facility: next phase
 - Grant Development position
- **Announcements**
 - South Mountain Rd culvert replacement, seek alternate routes
- **Recognition for Service**
 - Howard and Jinx Hastings for the refinishing of the police holding bench
 - Tammy Pelletier for lawn maintenance in the recent extreme heat
- Motion by Bowen, seconded by Meisner the Select Board voted to adjourn at 8:46 pm.

Recorded by Sandra L. Wood, Secretary

Select Board Clerk

8/9/22

Date Approved