

January 24, 2023
Northfield Town Hall
69 Main St

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

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

Others Present: Paul Cameron, Leslie Cameron; David Meiler, Sunrun Solar; Bill Kilpatrick; Sarah Kerns

- **Meeting called to order at 6:02pm**
- **Scheduled Appointments**
 - Request for temporary liquor licenses: Cameron’s Winery & Backroom Brewery
 - For Murder Mystery event being held at Trinitarian Congregational Church
 - Motion by Cummings, seconded by Boudreau the Selectboard voted to approve the request from Cameron’s Winery for temporary liquor license on 2/10/23; 6pm-10pm; 147 Main St
 - Motion by Cummings, seconded by Boudreau the Selectboard voted to approve the request from The Backroom Brewery LLC for temporary liquor license on 2/10/23; 6pm-10pm; 147 Main St
 - Request for Temporary Vendor, Hawker, Peddler license; David Meiler, Sunrun
 - For residential solar, Meiler is a sales rep and stockholder
 - Motion by Meisner, seconded by Cummings the Select Board voted to grant David Meiler of Sunrun the temporary Vendor, Hawker, Peddler License for February 1-8, 2023 from 10am-6pm
- **Review and Approval of Warrants**
 - Motion by Meisner, seconded by Cummings the Select Board voted to approve the 01/25/23 Payroll warrant of \$76,661.45
 - Motion by Meisner, seconded by Bowen the Select Board voted to approve the 01/25/23 Vendor warrant of \$186,332.82 (Snow removal, Health insurance, MassDot Shared streets)
 - Meisner noted on the snow removal, residents are still required to keep the areas in front of their residence cleared for safety
- **Review and Approval of Minutes**
 - Motion by Miesner, seconded by Bowen the Select Board voted to approve the 12/20/22 Executive session minutes as written.
 - Motion by Bowen, seconded by Meisner the Select Board voted to approve the 01/10/23 minutes as written.
- **Meetings/Events attended by Selectboard members**
 - Cummings: Emergency Services Facility Committee
 - Jacque: PVRS budget subcommittee; American Rescue Plan Advisory; Emergency Services Facility Committee
- **Town Administrator’s update**
 - MMA Annual Meeting and Trade Show
 - Attended workshops on budget and legal issues
 - Trade Show featured a sign company that might have a solution for signage on Gulf Road – will pursue.
 - The FRCOG has prepared a “Vision for the Future Reuse of the Northfield Fire Station” Power Point from a DLTA request from last year and the One Stop grant programs. Will schedule to have them come in to present it and discuss.
 - Emailed the Pioneer Valley Mosquito Control District to check on where things stand for a summer 2023 membership as mentioned in their letter last year – if we are to join, we need to budget the annual assessment now.
 - Community Compact Classification study had its orientation webinar on the 18th, and we are now moving into the review of job description phase.
 - Discussion on changing a Recreation Department job description and creating one for a potential Asst. Treasurer/Collector.
- **Business**
 - Direct Local Technical Assistance (DLTA) prioritization and request

[NORTHFIELD SELECT BOARD MEETING MINUTES]

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- Members were asked to pick their four top choices. After deliberations the final choices were:
 - Provide Industry Specific support-small business and tourism
 - Municipal Service Sharing Feasibility-risk manager/OSHA compliance & safety Manager
 - Older Adult Services-senior expansion, regional sharing
 - Zoning bylaws-large scale solar commercial & industrial/impact on pollinator habitat corridor
- ARPA:
 - Storefront Improvement
 - Boudreau and Bowen met with Grant Development Director Mallory Sullivan for review of the small business program and application
 - The ARPA committee added the recommendations to include tax exempt status business and include in the online and paper form
 - Motion by Bowen, seconded by Cummings the Select Board voted to accept the recommendation of the ARPA Committee as modified for the program and the amount to get started
 - Highway equipment
 - Bowen read the request for attachments to the equipment to clear sidewalks, spring/fall clean up and replace a blower for an older tractor
 - Motion by Bowen, seconded by Meisner the Select Board voted to accept the recommendation of the ARPA Committee for \$21,636.35 to the town of Northfield for Highway equipment as read
 - CoA hearing loops for Town Hall & Dickinson Library
 - Sound system for hearing assistance for the Select Board room and Senior Center in Town Hall and the meeting room at Dickinson Library
 - Motion by Bowen, seconded by Meisner the Select Board voted to accept the recommendation of the ARPA Committee for use of \$50,000 for the Senior Center/Council on Aging, Select Board meeting room and Dickinson Library from Shanahan
- Select Board Budget
 - Llamas reviewed suggested adjustments to phone system, general technology, meetings and seminars, office supplies, copy machine, network management, computer support and estimated annual software for door security
 - Discussion on increasing Select Board stipends. Cummings suggested \$3,500 for the chair and \$3,000 for each member
 - Meisner and Boudreau suggested bringing as a separate article on the warrant at town meeting.
 - The Select agreed to separate the stipend increase as an article allowing the Finance Committee to weigh in their decision to recommend or not. Jacque suggested bringing forth a proposal
 - Motion by Bowen, seconded by Meisner the Select Board voted to approve the proposed Select Board budget dated January 19, 2023 for FY2024
- Select Board Annual Priorities
 - Review of the list included Mosquito Control, Public Safety, Economic Development, make town Employer of Choice Community Outreach and Other including infrastructure/water & sewer and traffic/speeding
- Select Board Agenda Topics Scheduling
 - Review of the next two meetings scheduled for January 30 and February 7
 - Future topics: Business/Eco development; ESFC update; EMS regionalization; First Light/FERC; FRCOG firehouse re-use; Mosquito Control District; Personnel classification; conditions signage on Gulf and So. Mountain Rd; Schols; Town Clerk; updates from Food Pantry, Energy Committee and Senior Center
- Letter of recognition to the members of the Emergency Services Facility Committee
 - Letter read thanking members David Quinn Jr., Kevin Connolly and Alex Pirozhkov for their service

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- Motion by Meisner, seconded by Boudreau the Select Board voted to approve the letter of recognition to the members of the Emergency Services Facility Committee
 - Certificate of Appreciation for Lois Stearns 32 years of service
 - Motion by Bowen, seconded by Meisner the Select Board voted to give Lois Stearns a Certificate of Appreciation with tons of gratitude from the Select Board
- **Citizens' Concerns**
 - Bill Kilpatrick, Gulf Rd: inquired if there was feedback from the Soulfest response letter
 - Sarah Kerns, Highland Ave: inquired about mosquito and pesticide control
- **Correspondence:** Resignation letter from Building Maintenance Josh Neil
 - Motion by Meisner, seconded by Bowen the Select Board voted to accept the resignation of Josh Neil
 - Llamas to move forward with exit interview process
- **Committee/Board Appointments**
 - Motion by Meisner, seconded by Boudreau the Select Board voted to appoint Margaret Livingstone to the Community Preservation Committee; term expires 6/30/23
 - Motion by Meisner, seconded by Bowen the Select Board voted to appoint Christine Harris to the Council on Aging; term expires 12/31/24
 - Re-appointments
 - Motion by Meisner, seconded by Bowen the Select Board voted to re-appoint Barbara Richardson and Tim Bowen to the Schell Bridge Advisory; terms expire 12/31/25
 - Fire Department-tabled
 - Emergency Management Director & Asst. to the EMD-tabled
- **Proposed Agenda Items**
 - Stipend; One Stop; Business/Economic Development Committee; Sewer Dept; 350th Anniversary; ARPA; Special Event app for sewer/water
- **Announcements**
 - Senior Center event: Ask the Audiologist
- **Recognition for Service-** Thank you to storm response from the Highway, Emergency Services Departments and private sector plowing including Sam Browning and Jay Nelson
- Motion by Jacque, seconded by Meisner the Select Board voted to adjourn at 8:35 pm

Recorded by Sandra L. Wood, Secretary

Select Board Clerk

2/7/23
Date Approved