

[NORTHFIELD SELECT BOARD MEETING MINUTES]

June 28, 2022

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; Tyler Bourbeau, BNCTV

- Meeting called to order at 6:02 pm
- **Review and Approval of Warrants**
 - Motion by Boudreau, seconded by Meisner the Select Board voted to approve the 06/30/22 Payroll warrant of \$64,665.40
 - Motion by Cummings, seconded by Boudreau the Select Board voted to approve the 06/30/22 Vendor warrant of 146,288.82
 - Motion by Bowen, seconded by Cummings the Select Board voted to approve the 07/01/22 Vendor warrant of 1,182,193.91
- **Review and Approval of Minutes**
 - Motion by Bowen, seconded by Boudreau the Select Board voted to approve the minutes of 06/14/22 as written
- **Meetings/Events attended by Selectboard members**
 - Boudreau: Friends of Northfield Seniors
 - Cummings: Emergency Services Facility Committee
 - Jacque: Emergency Services Facility Committee
- **Business**
 - Clinical Co-Responder Pilot Program Agreement
 - Motion by Boudreau, seconded by Bowen the Select Board voted to enter into agreement by and between the Towns of Northfield, Erving, Bernardston, Gill, Leverett, Warwick and Clinical and Support Options, Inc. (CSO) to provide Clinical Co-Response services beginning June 1, 2022 through June 30, 2022
 - Extended service contract to be discussed later
 - PARC grant submission
 - Grant deadline July 14
 - Possible executive session for next regular meeting to discuss the Kiwanis property for recreation purposes. Llamas has met with chairs of the Recreation Commission and Open Space who are supplying narratives and additional documents. Also met with a representative of the Kiwanis
 - If the grant is approved, it will cover 60% of the purchase and improvements. The Town would cover the 40% possibly with additional grant funding. Acquisition and expenditure would be presented at a special town meeting
 - Appraisal required for the grant is being done. Supporting documents include NHES review, Mass Historic review and maps from the FRCOG
 - Motion by Boudreau, seconded by Meisner the Select Board voted to allow the chair to sign the PARC grant submission application to explore for the possible acquisition of recreation land
 - Town Administrator Evaluation review
 - The Select Board summarized their comments on Llama’s evaluation on areas of administration, personnel, planning & grants, Select Board, general duties, procurement, finance/budget/town meetings and interactions with peers and public
 - Overall evaluation was rated more than satisfactory
 - Additional comments included
 - Better morale in Town Hall
 - Administration as an art and crafting a style
 - Appreciation of guidance and pointers for public presentation
 - Motion by Meisner, seconded by Bowen the Select Board approved the Town of Northfield Performance Evaluation for Andrea Llamas for June 28, 2022. Cummings abstained

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- Community Communications and Outreach
 - Citizen Concerns parameters
 - Llamas asked members receiving concerns individually to direct concerns to the chair and administrative staff if citizen was not willing to attend a meeting or submit concern in writing, to bring as an agenda topic for the Select Board to discuss
 - Cummings suggested if a concern was emailed to a member, submit to the chair and admin staff for possible agenda item for discussion of the board, then member could update through email after the discussion to resolve the issue
 - Ask A Select Board Member
 - Discussion on how this would be different than complaints to the Select Board and more asking what it is like being on the board or volunteering in general.
 - Scenario may be better as an event-based option
 - Select Board to revisit topic
 - Recruiting Volunteers
 - Discussion morphed from the ask a Select Board to tie in both
- **Town Administrator's update**
 - Grandin Water District:
 - Bill assigned to the Joint Committee on Municipalities and Regional Government. (S.2938 An Act authorizing the Town of Northfield to establish the Grandin Water District.)
 - Received two inquiries for the Pre-Commissioner openings.
 - Remote Meeting Participation:
 - The Senate passed a bill to extend the remote meeting provisions from July 15th to December. It was attached to the budget. The Governor will not be signing the budget by June 30th (going to a 1/12th state budget) so the provision has NOT been signed by the Governor. The Senate is looking to try to get something through ASAP. If they don't, then we will have to go back to the "old" remote meeting rules. Which require a majority presence for meeting if any members attend remotely.
 - COMCAST Cable Negotiations:
 - We may be close to a deal. There are a couple of points we are waiting to hear back from Comcast. We do have line extensions for the residents we were hoping to reach. Comcast will be paying 50% of the cost and I plan to file for 50% of the cost using ARPA funds. 50% of the cost looks like it will be between \$15,000-\$20,000 so not a huge expense to get those resident's service.
 - FERC Negotiation- legal reviewing
 - Recreation Director – SB members to do interview -Meisner and Bowen volunteered
- Bowen out at 7:54pm returned at 7:56pm
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Motion by Meisner, seconded by Boudreau the Select Board voted to sign the Northfield-Warwick MassWorks Road Reconstruction and Bridge Repair Project Contract between the Town of Northfield, Rifenburg Contracting Corp. and on behalf of the Town of Warwick
- **Committee/Board Appointments**
 - **Re-appointments**
 - Motion by Meisner, seconded by Cummings the Select Board voted to re-appoint Tom King, Pamela Eldridge and Margaret Livingstone to the Trust Fund Committee; terms expire 6/30/25
 - Motion by Boudreau, seconded by Meisner the Select Board voted to re-appoint Robin Conley and Joanne McGee to the Open Space Committee; terms expire 6/30/25
 - Motion by Bowen, seconded by Meisner the Select Board voted to re-appoint Victoria Luksha to the Conservation Commission; term expires 6/30/25

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- Motion by Cummings, seconded by Boudreau the Select Board voted to re-appoint Stephen Seredynski to the Town Hall Master Plan Committee; term expires 6/30/23
- Motion by Meisner, seconded by Boudreau the Select Board voted to re-appoint Denis Brennan as Veteran Graves Officer; term expires 6/30/23
- Motion by Boudreau, seconded by Meisner the Select Board voted to re-appoint Lindsay McCarthy to the Community Preservation Committee; term expires 6/30/23
- **Appointments**
 - Motion by Bowen, seconded by Cummings the Select Board voted to approve the request from Margaret Livingstone to be appointed to the Council on Aging; term expires 12/31/22
- Resignations:
 - Motion by Cummings, seconded by Boudreau the Select Board voted to accept the resignation of Howard & Virginia Hastings from the Council on Aging
 - Motion by Meisner, seconded by Bowen the Select Board voted to accept the resignation of Brian Brault from the 350th Anniversary Committee and the American Recover Plan Act Committee
- Current Openings-openings read
- **Proposed Agenda Items**
 - Cameron's Winery request to change Manager & Ownership of Interest hearing July 12, 2022 6pm
 - The Backroom Brewing Company LLC request for 19H pouring permit hearing July 12, 2022 6:15pm
 - Request from Paul & Leslie Cameron for letter to MassDOT for approval of Trailblazer sign (following the hearings)
 - End of year transfers
 - Policy on filling elected positions
 - Grandin Water District
 - Emergency Services Facility
 - Recreation Commission Director
 - Chief Hall/CSO
 - Student Resource Officer
 - Sewer Commission update
- **Announcements**
 - Next Emergency Services Facility Committee meeting July 13, 2022 6:00 pm
 - Next C5 (Campus Center Community Collaborative Committee) meeting 7/16 6pm location TBD
- **Recognition for Service**
 - Jinx (Virginia) and Howard Hastings & Brian Brault for their service.
 - To IGA manager Jody for extending hours
 - Northfield Highway for the completion of Gulf Rd. repairs
- **Motion by Cummings, seconded by Boudreau the Select Board voted to adjourn at 8:25 pm.**

Recorded by Sandra L. Wood, Secretary

Select Board Clerk

7/12/22
Date Approved