

December 4, 2018

Northfield Town Hall
69 Main St

Selectboard Present: Tracy Rogers, Chair; Julia Blyth; Alexander Meisner

Also Present: Bernard Kubiak, Interim Town Administrator; Sandra L. Wood, Town Secretary; Kayla Drumgool, BNCTV

Others Present: Bill Kilpatrick, Gulf Rd.; Board of Assessors: Alice Lord, Bob MacEwen & Beth Walker; Susan O'Connor, Energy Committee

- Meeting was called to order at 6:00pm
- **Tax Classification Hearing**
 - o On a motion by Rogers, seconded by Blyth the board voted unanimously to open the Public Classification Hearing to discuss the allocation of the local property tax levy among the property classes for FY2019.
 - o Rogers read the legal notice: The Selectboard, in conjunction with members of the Board of Assessors, will hold a joint public hearing on Tuesday, December 4, 2018 at 6:00 pm. at the Town Hall, 69 Main Street, Northfield, MA to determine the percentages of tax levy to be borne by each class of real and personal property for Fiscal Year 2019, per MGL c. 40, s.56, as amended. The Selectboard will set the Tax Classification rate.
 - o Walker presented the Assessors information.
 - o Discussion of classification options. Single tax rate was favored over a split tax rate
 - o Rogers asked for and received no public comments or written comments regarding the hearing. The excess levy capacity is \$615,463.11
 - o On a motion by Meisner, seconded by Blyth the board unanimously adopted a uniform tax rate, otherwise known as a single tax rate for all classifications for the fiscal year 2019.
 - o The Selectboard signed the Assessors document required by the Dept. of Revenue
 - o On a motion by Rogers, seconded by Blyth the board unanimously closed the Public Hearing.
- **Citizens' concerns**
 - o Bill Kilpatrick: concerned new warning signs on Gulf Rd. are not placed correctly and are misleading; lack of guardrails.
- **Review and Approval of Warrants**
 - o 11/27/18 Payroll warrant of \$26,541.03
 - o 11/27/18 Vendor warrant of \$54,551.69
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 11/27/18 warrants as read.
 - Warrant signature authorization-Town Administrator Kubiak was the second signature on the warrants for 11/27/18 due to Selectboard member not being available to sign. Authorization signed by the board.
 - o 12/04/18 Payroll warrant of \$20,420.01
 - o 12/04/18 Vendor warrant of \$23,076.19
- On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 12/04/18 warrants as read.
- **Review and Approval of Minutes**
 - o On a motion by Blyth, seconded by Meisner the board voted unanimously to approve the minutes of 11/19/18 as written.
 - o On a motion by Blyth, seconded by Meisner the board voted unanimously to approve the minutes of 11/20/18 as written.
- **Interim Selectboard Meetings**
 - o Joint meeting with Fin Com 12/03/18
- **Meetings attended by Selectboard members**
 - o Blyth: Open Space; Community Park
 - o Meisner: Holyoke Mayor Morse; Federal Reserve, Boston; Retirement luncheon for Barbara Brassor.

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- **Old Business**

- Animal Control Officer
 - Kubiak asked the board to endorse the concept of the Regional Animal Control service. Costs could be covered by raising the dog license fees. The MOU will be with the Sheriff's department and plans are to implement by March or April 1.
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to enter into the agreement contingent on the town assessment not exceeds \$10,000.
- Town Administrator Contract
 - On a motion by Blyth, seconded by Meisner the board authorized Rogers to sign the Town Administrator contract.
- Interim Treasurer/Collector
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to appoint Mary Stokarski as interim tax collector/treasurer from December 5, 2018 to January 31, 2019.

- **New Business**

- Energy Committee Green Communities Annual Report submission
 - All tasks designated for PVRs are complete
 - One third of the work for the grant is done. By January, two thirds of the work will be complete.
 - Energy Committee Chair Susan O'Connor thanked Tim Brandl and Peter Blake for assistance.
 - Review of the Green Communities report
 - Fuel efficiency is higher than other uses in town. Emergency vehicles and large highway equipment are exempt from the anti-idling regulations.
 - On a motion by Blyth, seconded by Rogers the board unanimously approved the Energy Committees' Green Communities Annual Report Submission for 2018.
- Liquor License Renewals
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the liquor license renewal for Vasilios Parios; Northfield Pizza House; 198 Main St. Annual Restaurant; Wines and Malt; expires 12/31/19 PENDING receipt of certificate of liability insurance
 - On a motion by Rogers, seconded by Meisner the board voted unanimously to approve the liquor license renewal for Cameron's Winery LLC; 105 Main St. Annual Farmer Winery Pouring Permit; Wines only; expires 12/31/19
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the liquor license renewal for Northfield Golf Club Inc.; 31 Holton St. Annual General On-Premises; All Alcoholic Beverages; expires 12/31/19
 - On a motion by Rogers, seconded by Meisner the board voted unanimously to approve the liquor license renewal for Northfield VFW Post 9874, Inc.; 545 Mt. Hermon Station Rd. Annual Veterans Club; All Alcoholic Beverages; expires 12/31/19 Request for fee to be waived.
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the liquor license renewal for Condor80 Corp; Northfield Food Mart; 74 Main St.; Annual Package Store; all Alcoholic Beverages; expires 12/31/19
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the liquor license renewal for Kimberly A Farmer; Mims Market; 60 Main St; Annual Package Store; Wines and Malts; expires 12/31/19
- Town Hall holiday office schedule for Mondays Dec. 24 and 31
 - Selectboard agreed to close town offices at 2pm on both days.
- **Town Administrator's update**
 - Has received responses to the Tax Collector/Treasurer ad. Approval granted by the board for Kubiak, Beth Walker and incoming Town Administrator Andrea Llamas to conduct interviews.

[NORTHFIELD SELECTBOARD MEETING MINUTES]

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- o Reported Highway Superintendent Tom Walker was granted money for safety equipment from the insurance company.
 - Surplus vehicles successfully auctioned. \$6,600 collected.
- **Announcements**
 - o Special Town Meeting being held at PVRs at 7pm December 10, 2018
 - o HEART forum at PVRs 12/5; 6:30pm
 - o Thank you to Northfield Area Tourism and Business Association for the lights outside town hall. Donations to cover cost can be submitted to the Kiwanis.
- **Proposed Agenda Items**
 - o Selectboard meeting schedule

Executive Session & Adjourn

On a motion by Rogers, seconded by Blyth the board voted to go into executive session at 6:52pm to discuss Contract negotiations under M.G.L. c.30A, Sec. 21 (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel and adjourn. On a roll call vote Rogers said yes, Blyth said yes and Meisner said yes.

Meeting adjourned at 7:15 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

12/11/18
Date Approved