

November 20, 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.

- Meeting was called to order at 6:00 pm
- **Citizens' concerns**
 - Request for Heavy Vehicle Exclusion Summary be posted on town website; concern about sharp rocks on sides of Gulf Rd.; update on Gulf Rd. signage, Kubiak to follow up with Highway Superintendent; MassDOT will contact GPS system software companies of any changes to road use
- **Review and Approval of Warrants**
 - Payroll warrant of \$31,500.98
 - Vendor warrant of \$849,196.22
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the warrant for 11/20/18 as written above.
- **Review and Approval of Minutes**
 - On a motion by Blyth, seconded by Rogers the board voted unanimously to approve the 10/30/18 Ex. Session minutes as written.
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the 11/14/18 minutes as amended.
- **Interim Selectboard Meetings**
 - 11/19/18- Town Administrator interviews
- **Meetings attended by Selectboard members**
 - Rogers: with Kubiak, EMS Chief Fortier and Tom Valle regarding proposed ambulance service to Bernardston; FRTA
 - Blyth: HEART
- **Old Business**
 - Town Accountant recommendation
 - Discussion between using FRCOG service or direct hiring
 - Rogers disclosed that she works at the FRCOG and would be abstaining from discussion and vote
 - Meisner and Blyth favored direct hiring
 - On a motion by Meisner, seconded by Blyth the board voted to hire part-time, Phil Gilfeather-Girtin for the Northfield Town Accountant position effective on Monday November 26, 2018. Vote: 2 in favor, 1 abstention
 - Treasurer/Collector
 - Kubiak reported Brassor to continue in the position as needed. The proposed interim position on hold.
 - Posting of the position ad will be made to MMA and The Greenfield Recorder
 - Budgets
 - Kubiak looking into insurance costs. Needs feedback from Selectboard and new Town Administrator
 - Cemetery Closing
 - Due to costs the Selectboard agreed to continue with the tradition of closing cemeteries during winter months.
 - On a motion by Blyth, seconded by Rogers the board voted unanimously to close the cemeteries December 1 through April 15, 2019 weather permitting.
 - Junk or Abandoned vehicle bylaw
 - Updated bylaw reviewed.
- **Town Administrator's update**
 - Closing Town Hall offices at 2pm on 11/21/18

[NORTHFIELD SELECTBOARD MEETING MINUTES]

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- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - STM warrant
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the warrant as written.
 - Town Administrator
 - Andrea Llamas has accepted the position pending contract negotiations
 - Thanks to Community Paradigm and the Screening Committee
 - Tax classification hearing timeline
 - Sewer Commission to submit letter to Assessors' confirming they have set their rate. Classification hearing date to be set.
- **Correspondence:**
 - All mail coming to members of the Selectboard singly or the board as a whole will be opened and stamped as a public document and distributed to the entire board.
- **Announcements:**
 - Condolences to the family of former Highway Superintendent & Board of Health member Mike Gibson

Executive Session & Adjourn

On a motion by Rogers, seconded by Blyth the board voted to go into executive session at 6:50 pm under M.G.L. c.30A Sec. 21 (2) Contract negotiations. 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 7:35 pm

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

12/04/18
Date Approved