

[NORTHFIELD SELECTBOARD MEETING MINUTES]

February 25, 2019

Northfield Town Hall
69 Main St

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

Also Present: Andrea Llamas, Town Administrator; Sandra L. Wood, Town Secretary; Kayla Drumgool, BNCTV

Others Present: Bill McGee, Neighbors @ Home; Lois Stearns, Finance Committee Chair; Joan & Steve Stoia; Sam Browning Sr.; Joanne McGee, Open Space Committee

Doc: Highway Surplus list; Complete Streets policy

- Meeting was called to order at 6:00 pm
- **Citizens' concerns**
 - Bill McGee; Neighbors @ Home: updated the board on membership goals, recruiting volunteers and training to be held at the elementary school on March 30. Kick-off event planned for June
 - Lois Stearns, Finance Committee Chair: update of school district discussion and recommendations regarding budget, borrowing terms and proposed rolling of lunch deficit into the operating expenses.
 - Blyth added that the HEART committee has requested information regarding the contract and terms for the Superintendent position.
 - Joan & Steve Stoia, Centennial House: requested the board move slowly regarding the new law taxing and regulating short term rentals. Suggested Air BNB's be required to register and fill out form with the town.
 - Sam Browning Sr., Gulf Rd.: concern of police department appointment of sergeant position without experience qualifications. Meisner expressed a need for experience and a commanding presence for the position.
- **Review and Approval of Warrants**
 - 02/12/19 Payroll warrant of \$36,170.95
 - 02/12/19 Vendor warrant of \$28,581.33
 - 02/19/19 Payroll warrant of \$23,992.83
 - 02/19/19 Vendor warrant of \$1,615.07
 - On a motion by Rogers, seconded by Blyth the board voted unanimously to approve the warrants as written.
 - Authorization for TA to sign 02/19/19 warrant
 - On a motion by Rogers seconded by Blyth the board voted unanimously to approve the Town Administrator's signature for the 02/19/19 warrant
- **Meetings attended by Selectboard members**
 - Meisner: Sewer Commission
 - Blyth: HEART
- **Business**
 - Brownfields review recommendation
 - Brownfields program is a federal program to assess historical documentation and use of parcels and provide a report at no cost.
 - The board requested more feedback before making a decision to use the service.
 - The parcel in question would need bi-annual monitoring by the DEP from a previous investigation
 - Vote surplus Highway Equipment
 - On a motion by Blyth, seconded by Meisner the board voted unanimously to approve the list provided by the Highway Superintendent to be surplus equipment.
 - Vote Complete Streets Policy
 - On a motion by Blyth, seconded by Meisner the board voted unanimously to implement the Complete Streets policy as written February 25, 2019.
 - New Law Taxing and Regulating Short-Term Rentals
 - Joint meeting with the Board of Health to be scheduled for discussion.
 - Law pertains to lodgings with less than 4 rooms
 - Receipt of Right of First Refusal w/ updated policy
 - Letter signed to acknowledge receipt of letter to remove 19 Four Mile Brook Rd from Chapter 61A
 - Vote & Sign the March 5, 2019 Non Partisan Caucus posting
 - Posting read aloud

[NORTHFIELD SELECTBOARD MEETING MINUTES]

February 25, 2019

Northfield Town Hall
69 Main St

- On a motion by Rogers, seconded by Blyth the board approved and signed the Non-Partisan Caucus posting
- Direct Deposit Policy
 - Changes time sheets submission to the Treasurer instead of the Accountant
 - Review of direct deposit changes, information to be included on paystub and change to bi-weekly distribution.
 - Board to review and add to next agenda
- **Town Administrator's update**
 - Municipal Aggregation Implementation forum
 - Filing is in
 - Town will need to choose purchasing options
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Response from Coordinating Committee re: Llewelyn Right of First Refusal
 - Joanne McGee reported from the Coordinating Committee the decision of no interest by town boards and committees in the right of first refusal.
 - On a motion by Blyth, seconded by Meisner the board voted unanimously the town to not exercise its right of first refusal for the parcel of land situated on 50 Upper Farms Rd.
 - Blyth requested permission for supporting the Energy Committee recommendation on solar panel contract at PVRs
 - On a motion by Meisner, seconded by Rogers the board voted unanimously to support the Energy Committees' recommendation not to sign the contract.
- **Correspondence:**
 - Resignation from the Historical Commission
 - The board thanked Sue Ross for her dedication to the Historical Commission
- **Announcements**
 - Meeting schedule change: April 22 changed to April 29

On a motion by Rogers, seconded by Blyth the board voted to adjourn at 7:34 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

3/11/19
Date Approved