

[NORTHFIELD SELECTBOARD MEETING MINUTES]

July 29, 2019

Northfield Town Hall
69 Main St

Selectboard Present: Alexander Meisner, Chair; Tracy Rogers

Selectboard Absent: Heath Cummings

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

Others Present: Mark Given, VFW; Carol Lebo, Historical Commission Chair; EMS Chief Mark Fortier; Mark Brouillette, paramedic; Erik Davidson, paramedic; Senior Center Director Heather Tower; Linda Keech CoA Program Coordinator; Dan Campbell, Town Clerk/Notary

- Meeting was called to order at 6:00 pm
- **Citizens' concerns**
 - Senior Center Director Heather Tower introduced Linda Keech, temporary CoA Program Coordinator, to the Selectboard.
 - Tower asked about the lower level flooring project. TA Llamas is collecting information at this time.
- **Review and Approval of Warrants**
 - 7/16/19 Payroll warrant of \$90,980.45
 - 7/16/19 Vendor warrant of \$204,768.73
 - 7/23/19 Vendor warrant of \$59,922.64
 - On a motion by Meisner, seconded by Rogers the board voted to approve the warrants as written.
- **Review and Approval of Minutes**
 - On a motion by Meisner, seconded by Rogers the board voted to approve the 6/12/19 Executive Session and 7/15/19 regular session minutes as written.
- **Meetings/events attended by Selectboard members**
 - Meisner: Fire Dept. ladder training; Wastewater plant maintenance improvements
- **Business**
 - Memorial Street Signs; Mark Given, Northfield V.F.W.
 - Requested permission to memorialize those killed in action by adding name, rank, branch of service signs to the street sign each lived on in Northfield.
 - Signs to be purchased by the V.F. W.
 - If granted the signs for Frederick G. Parker Jr. and Martin G. Given would be erected with a public ceremony in the fall.
 - On a motion by Meisner, seconded by Rogers the board voted to approve projects for memorial street signs by the V.F.W. for future times.
 - Selectboard requested to be notified when future signs are to be installed.
 - Right of First Refusal; NGC Realty, LLC; Edward J. Snow, Manager; Lots 1,2,3 along Birnam Rd for residential use
 - Historical Commission comment
 - Process reviewed for clarification
 - No requests to exercise the right of first refusal were submitted
 - On a motion by Rogers, seconded by Meisner the board voted not to exercise our option to purchase property owned by Ed Snow for lots 1, 2, and 3 along Birnam Rd.
 - Document signed and notarized
 - 4 Town District meeting proposal
 - Review of availability for August.
 - OPEB Declaration of Trust authorizing Treasurer Melissa Murphy to invest funds with the State Retirement Board Trust Fund (article 21 of the May 7, 2018 warrant)
 - Signed document will authorize Treasurer Melissa Murphy to create a trust
 - Investment with the state is low risk and long term
 - On a motion by Meisner, seconded by Rogers the board voted to authorize Treasurer Melissa Murphy to create a trust and invest money with the State Retirement Board Trust fund.

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- Vote for letter of support to Mass Works grant for Warwick Rd and approval to sign & submit before deadline by Chair
 - Letter to Secretary Michael Kennealy in support for funding Warwick Rd. improvement read
 - On a motion by Meisner, seconded by Rogers the board voted to send a letter of support to Mass Works grant for Warwick Rd for approval for the possible granting.
 - On a motion by Rogers, seconded by Meisner the board voted Alex sign the certification relative to the Mass Works grant.
- **Town Administrator's update**
 - Bidding for Phase III Town Hall electrical project in conjunction with FRCOG
 - Northfield Elementary School boiler
- **Correspondence:** Open meeting law complaint response from the Atty. General's office
- **Appointments:**
 - Erik Davidson: EMT for 20 years; combat medic; paramedic 7 years; continuing education for RN
 - Mark Brouillette: EMT/Paramedic for 19 years; state certified; work history in western and central MA; Navy
 - On a motion by Meisner, seconded by Rogers the board voted to appoint Mark Brouillette and Erik Davidson to the EMS department; terms expire 12/31/19
- **Recognition for Service-** To the Dickinson Library Trustees and Director Deb Kern for opening the library on Sunday, July 21 to serve as a cooling center during the recent heat wave.

On a motion by Meisner, seconded by Rogers the board voted to adjourn at 7:00 pm

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

8/12/19
Date Approved