

[NORTHFIELD SELECTBOARD MEETING MINUTES]

August 21, 2018

Northfield Town Hall
69 Main St

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

Also present: Bernard Kubiak, Interim Town Administrator; Tyler Bourbeau, BNCTV

Others present: Bill Kilpatrick, Gulf Road; John Dale, School Street

- Meeting called to order at 6:00 PM

- **Citizens' concerns**

Bill Kilpatrick, Gulf Road re: condition of Gulf Road continues to deteriorate. No signs on intersecting street indicate Gulf Road. Raises issue of liability to town given its conditions.

John Dale, School Street: Bridge closed to one lane. He is concerned about extension of travel time for emergency vehicles and school busses, wondering if there are plans to remedy the situation. Kubiak will speak with him and provide an update.

- **Review and Approval of Warrants**

- 08/14/18 Payroll warrant of \$27,801.28
- 08/14/18 Vendor warrant of \$154,144.61

Confirm Warrant Signature Authorization for 8/14/2018 warrant

- 08/21/18 Payroll warrant \$22,366.90
- 08/21/18 Vendor warrant \$66,266.96

Rogers moved to approve all warrants for the amounts shown above. Blyth seconded. Vote unanimous yes.

- **Review and Approval of Minutes**

- 08/07/18JB: Blyth noted a grammatical correction and that the meetings with Community Paradigm were with individuals only. Blyth moved to accept with those amendments, Rogers seconded. Vote unanimous yes.

- **Interim Selectboard Meetings**

None

- **Meetings attended by Selectboard members**

- PVRSD meeting

Rogers and Meisner attended the meeting. One recommendation was to name an advisory committee as called for in the school's charter but that turns out to be a committee for each town and not a committee of the whole. M.J. Handy suggested that there be another meeting in October in a setting more conducive to discussion. Meisner noted the mention of 351 cities in town in Massachusetts, a suggestion by J. Sullivan that this number may not be viable for the future. Rogers mentioned Kubiak email to the Board regarding possible approaches, forming a smaller committee of administrators to meet with the school administration regarding the budget.

- **Old Business**

- Vote to accept the Colonial Power electrical aggregation plan dated July 25, 2018.
No comments received on the plan. Blyth moved to accept the aggregation plan submitted by Colonial Power. Meisner seconded. Vote a unanimous yes.
- Kimberly Noake McPhee: Tree Inventory
Tree inventory discussion will be held in late September, early October following a discussion with the tree warden. Blyth would like to use the inventory as the basis for a tree plan over the next five years. Blyth will share suggestions with the Board at a future meeting.

- **New Business**

- Extend Interim Town Administrator Bernie Kubiak's contract
After a brief discussion concerning duration of the extension, Meisner moved to extend Kubiak's contract to December 31, 2018. Blyth seconded. Vote unanimous yes.

- Town Administrator Selection Committee

Lois Stearns, Cate Woolner, Steve Stoia, Susan Wright, Stephen Seredynski, and Kathy Wright have all submitted applications. Barry Bordner added by Meisner. Recommendation from the consultant is to have a five to seven member committee. Blyth moved to appoint the above individuals to the Town Administrator Selection

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Committee with a term expiring December 31, 2018, or when an administrator is hired. Seconded by Meisner, vote is a unanimous yes.

- Authorize the Chair to sign the fiscal advisory agreement with Unibank

Kubiak explained need to have chair sign the agreement as the Treasurer/Collector is no longer an elected official.

Preference is now to have the Board Chair sign. Blyth moved to authorize the Chair to sign, seconded by Meisner. Vote a unanimous yes.

- **Town Administrator's update**

House H. 4675 passed Monday and moves to the Senate. Legislation allows for the continued employment of Chief Dunnell.

Kubiak will contact Senators Gobi and Hinds for support when a bill number is assigned in the Senate.

- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**

None

- **Correspondence:**

None

- **Appointments:**

- Request to appoint Barbara Lemoine as an Election Officer; term expires 8/15/2019

Rogers moved the appointment, Blyth seconded. Vote unanimous yes.

- Request to appoint Laura Robinson to the Council on Aging; term expires 12/31/2020

Rogers moved to appoint, Meisner seconded. Vote unanimous yes.

- Request to appoint Heather Tower to the Board of Registrars; term expires 8/15/2021

Rogers moved to appoint, Meisner seconded. Vote unanimous yes.

- **Re-appointments:**

- Request to re-appoint Kay Snow, Deborah Campbell, Jessie Wiggin, Pamela Eldridge, Linda Leavis, Bethany Walker, Patricia Stone, Pam Veith, Joann Newton, David Stone, Gail Stone, Bernhard Porada, Betty Gibson, Al Stone, Alice Fortier, Carol Holden, Jerry Scott, Joel Fowler, Sandra Campbell, Nina Sibley, Bruce Kahn and Diane Fuller as Election Officers; terms expire 8/15/2019

Rogers moved to appoint, Meisner seconded. Vote unanimous yes.

- Request to re-appoint Robin McKeon to the Board of Registrars; term expires 8/15/2021

Rogers moved to appoint, Blyth seconded. Vote unanimous yes.

- **Announcements**

- Town Administrator Recommendation Forum; August 27 @ Dickinson Library

- **Proposed Agenda Items**

Rogers suggest taking up the code of conduct policy

Rogers moved to adjourn, Blyth seconded. Vote a unanimous yes. Meeting adjourned at 6:25PM.

Documents referred to:

Vendor and payroll warrants as listed

Minutes of August 7, 2018 meeting

Applications of persons seeking appointment to the Administrator Search Committee

Recorded by: Bernard Kubiak, Interim Town Administrator

Selectboard Clerk

9/4/18

Date Approved