

[NORTHFIELD SELECTBOARD MEETING MINUTES]

December 16, 2019

Northfield Town Hall
69 Main St

Selectboard Present: Alexander Meisner, Chair; Tracy Rogers; Heath Cummings

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

Others Present: Sam Browning, Gulf Rd.; Robert Johnston; Wendy Levy; Gina Froment, Council on Aging; Rebecca Sommer-Petersen

- Meeting was called to order at 6:00 pm
- **Citizens' concerns**
 - Sam Browning, Gulf Rd.: cited traffic safety issues on Gulf Rd. Concerns to be addressed with Superintendent Tom Walker
- **Review and Approval of Warrants**
 - 11/19/19 Payroll warrant of \$71,288.44
 - 11/19/19 Vendor warrant of \$121,556.90
 - 12/2/19 Payroll warrant of \$65,015.37
 - 12/2/19 Vendor warrant of \$22,137.82
 - On a motion by Meisner, seconded by Cummings the board voted to approve the warrants as written.
- **Review and Approval of Minutes**
 - On a motion by Meisner, seconded by Cummings the board voted to approve the minutes of 11/18/19 as written.
- **Meetings/Events attended by Selectboard members**
 - 4 Town Finance & Selectboard Joint meeting; Tax Classification Hearing w/ Bd of Assessors
- **Business**
 - Boards Clerk meet/Appointment Wendy Levy
 - Levy will start working with the Conservation Commission and Planning Boards including the filing systems
 - Has experience in a municipal setting
 - On a motion by Meisner, seconded by Rogers the board appointed Wendy Levy to the Boards Clerk position at grade 5 step 1.
 - Position will fill up to 10 hours per week
 - Rob Johnson-PVRS Safety Officer
 - Worked in the Eaglebrook school system as security
 - Work experience in municipal police departments
 - Participated in ongoing training at PVRS for lockdown and anti-bullying
 - Position is unarmed as opposed to a Student Resource Officer and funded by PVRS
 - Senior Center & CoA Interim Director/Appointment
 - Rebecca Sommer-Petersen was introduced as the Council on Aging candidate to fill the Interim Director position.
 - Background in program management
 - On a motion by Meisner, seconded by Rogers the board voted to appoint Rebecca Sommer-Petersen as the Interim Senior Center/Council on Aging Director, grade 8 step 3
 - Council on Aging to report back in 30 days.
 - Personnel Policy update
 - Changes to the drug and alcohol policy reviewed
 - Pregnant Worker Fairness Act to be added as a new policy
 - Sexual harassment policy will be updated yearly
 - On a motion by Meisner, seconded by Cummings the board voted to approve the personnel policy update for the Town of Northfield.
 - Community Compact Choices
 - Financial Policies and Staffing Succession Planning were chosen
 - Winter Parking Ban in effect Dec. 1
 - The board amended the Snow on Streets regulation changing the last line to "Penalty for violation of the regulation will be \$25.00 for each offense."

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○ **Liquor License Renewals**

- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Vasilios Parios; Northfield Pizza House; 198 Main St. Annual Restaurant; Wines and Malt; expires 12/31/20
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Cameron's Winery LLC; 105 Main St. Annual Farmer Winery Pouring Permit; Wines only; expires 12/31/20
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Northfield Golf Club Inc.; 31 Holton St. Annual General On-Premises; All Alcoholic Beverages; expires 12/31/20
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Northfield VFW Post 9874, Inc.; 545 Mt. Hermon Station Rd. Annual Veterans Club; All Alcoholic Beverages; expires 12/31/20. Request for fee to be waived.
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Condor80 Corp; Northfield Food Mart; 74 Main St.; Annual Package Store; all Alcoholic Beverages; expires 12/31/20
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Kimberly A Farmer; Mims Market; 60 Main St; Annual Package Store; Wines and Malts; expires 12/31/20

○ **Class II & III Renewals**

- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Homer Browning III; DBA Homer Browning III; 6 Homer Rd. Class II license expires 01/01/21 pending payment of taxes owed by December 31, 2019.
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Homer Browning III DBA Homer Browning III; 6 Homer Rd. Class III license expires 01/01/21 pending payment of taxes owed by December 31, 2019.
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for Jeffrey Matosky DBA Boyd's Auto Body; 952 Millers Falls Rd; Class III license expires 01/01/21
- On a motion by Meisner, seconded by Cummings the board voted to approve the renewal for H. Brian Wood; DBA Northfield Auto Body LLC; 99 Main St.; Class II license expires 01/01/21

○ **Proposed Northfield 350th (2023) Anniversary Committee**

- On a motion by Rogers, seconded by Meisner the board voted to form a Northfield 350th Anniversary Committee

● **Town Administrator's update**

- Budget – Sheets and Capital forms are due.
- Northfield Act signed by Governor Baker. The board is now officially The Selectboard. If the vote passes at Town Meeting in May, there will be a 5 member board.
- Received \$27,000 in a Municipal Vulnerability Preparedness program grant to complete a community resiliency planning process examining the Town's vulnerability, strengths and identify priority actions to build resilience as the climate changes.
- MIIA Grant – applied for \$10,000 to help pay for security improvements at Town Hall (including Police Offices). The total of the project is estimated at just under \$20,000. Received \$5,000. Will discuss with FinCom for additional \$15,000.
- Update on new Materials Recycling Facility (MRF) contract.
 - Previously member towns of the FCSWMD were paid around \$6 per ton for recycling materials. We were one of the last under older contracts to be paid. Market for most recycled materials has collapsed. Under the new contract the Town will pay for removal of recycled materials. The town will pay \$93.50 per ton for disposal – with an offset based on a monthly calculation of recycled materials markets. Based on past numbers, in the \$70 range.
 - Based on Northfield's numbers this is estimated at around \$20,000 in new costs.
 - There are 3 potential items we can investigate to mitigate if we sign the contract:
 1. Remove glass to another container and use a separate hauler to remove it. There is a discount if there is no crushed glass in the materials (\$5/ton)

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2. Add a compactor to the cans and plastic recycling (this would not reduce the cost of paying per ton, but would reduce the hauling trips/costs)
 3. Increase revenue – either by using past (existing) revenue funds to offset, or raising fees of some kind (sticker, bags, etc.)
 - The contract must be signed and delivered to DEP by January 31st. If not, have to find another company on our own (vs. FCSWMD) to deal with.
 - Will bring for signature at next meeting.
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Meisner: research better bandwidth
 - **Correspondence:**
 - Isaac Damon, RE: Global climate change
 - **Recognition for Service:** Highway Dept, cost savings on culvert project; Dan Campbell, snow removal after 12/2 storm
 - **Proposed Agenda Items**
 - Electric Charging station at Dickinson Library

Executive Session & Adjourn

- On a motion by Meisner, seconded by Rogers the board voted to go into Executive Session at 7:35 pm under M.G.L. c.30A, Sec. 21(a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. – Employee wage claim, and to adjourn. On a roll call vote Meisner said yes, Rogers said yes and Cummings said yes.
- Meeting adjourned at 8:30 pm

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

12/30/2019
Date Approved