

March 30, 2020

Northfield Town Hall
69 Main St

Selectboard Present: Alexander Meisner, Chair

Selectboard Remotely: Tracy Rogers; Heath Cummings

Also Present: Andrea Llamas, Town Administrator; Tyler Bourbeau, BNCTV

Remotely: Sandra L. Wood, Town Secretary

Others Present: Dan Campbell, Town Clerk; Bob MacEwen, Bd of Health Chair; Jan Ameen Franklin County Solid Waste District

Others Remotely: Beth Gianninni & Lori Scarborough, FRCOG

- **Meeting was called to order at 6:04 pm. Rogers and Cummings verified by voice**
- Read for the record: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the town of Northfield Selectboard will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Northfield's website, at northfieldma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: The meeting will be filmed and broadcast in live time by BCNTV, Channel 17 and a link will be posted on the Town's website at northfieldma.gov. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, or other comprehensive record of proceedings as soon as possible after the meeting.
- **Review and Approval of Warrants**
 - 3/10/20 Payroll warrant of \$70,515.40
 - 3/10/20 Vendor warrant of \$111,711.36
 - 3/11/20 Vendor warrant of \$54,358.50
 - 3/26/20 Payroll warrant of \$58,167.53
 - 3/24/20 Vendor warrant of \$82,087.33
 - On a motion by Meisner, seconded by Rogers the board voted to approve the warrants as read. Roll call vote: Meisner, yes, Rogers yes, Cummings yes.
- **Review and Approval of Minutes**
 - On a motion by Meisner, seconded by Rogers the board voted to approve the 3/9/20 minutes as amended. Roll call vote: Meisner, yes, Rogers yes, Cummings yes.
 - On a motion by Meisner, seconded by Rogers the board voted to approve the 3/9/20 Executive Session as written. Roll call vote: Meisner, yes, Rogers yes, Cummings yes.
 - On a motion by Meisner, seconded by Rogers the board voted to approve the 3/16/20 joint meeting minutes with the Bd of Health. Roll call vote: Meisner, yes, Cummings yes. Rogers abstained.
 - On a motion by Meisner, seconded by Rogers the board voted to approve the 3/23/20 minutes as written. Roll call vote: Meisner, yes, Rogers yes, Cummings yes.
- **Meetings/Events attended by Selectboard members**
 - Meisner: Sewer Commission with interviews
- **Business**
 - COVID 19 – Update, extension vote
 - Dan Campbell, Town Clerk: decision to be made to postpone town meeting and election until June 29 & 30.

[NORTHFIELD SELECTBOARD MEETING MINUTES]

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- Reviewed legislative adjustments to delaying town meeting/town election, voter registration and caucus
- Llamas:
 - EMS: decrease in call volume. Request public notify if patient showing symptoms before ambulance is dispatched
 - FCSO Regional Dog Shelter/Animal control: shelter closed to public. Staff taking calls. ACO will support but not patrolling. Emergency situations will be accepted at shelter with prior notification.
 - Tax Collector: Continues to work remotely. Payments can be made online, mailed or deposited in lockbox at back of Town Hall. No extension of April 1 bills has been authorized by Gov. Baker. Collectors authorized to waive fees.
 - Police: staffing good. Low on supplies
 - Senior Center: Phone message has been updated with service information. Callers can leave a message and staff will address. Brown bag is scheduled to be left in the back hallway. Delivery can be arranged.
 - Library: online read- aloud service on Facebook. Book deposit is being emptied by staff.
 - Food Pantry: open on Saturday with orders taken and curbside pick-up. O donations are being taken at this time.
 - Town Hall
 - Disinfection system on order. 75% reimbursement by FEMA. For continued use with other pandemic situations.
 - Request to discourage all boards and committees from meeting currently. Hearings can be delayed up to 45 days after ban is lifted.
- Motion by Meisner, seconded by Rogers the board voted to extend the closure of town property until April 30, 2020. Roll call vote: Meisner yes, Rogers yes, Cummings yes.
- Complete Streets Prioritize plan w/FRCOG (Remote)
 - 17 projects reviewed. List to be linked on website
 - Projects included sidewalk, crosswalk and signage improvements
 - Allowed to apply for up to \$400,000 per year.
 - May 1 is first funding round. 3-4 weeks for approval
- Proposed Calendar for postponed Caucus, Election and Annual Town Meeting (see Dan Campbell under COVID 19 - Update)
- DLTA Projects approved for support from the FRCOG
 - Open Space update project; FERC relicense; Water & Sewer regulation; shared public safety
- Community Compact – Financial Policies and Procedures: Review Draft Proposal from Collins Center
 - \$10,000 grant
 - 2 years to complete
- Community Compact – Public Safety Visioning: Review Draft Proposal from Collins Center
 - Continuity of leadership
 - Analysis of needs
 - Look into ISO
- **Town Administrator's update**
 - Aggregation-13 towns approved. In May supplier bids will be compared with Eversource. Designated signatory needed for fast turnaround of contract
 - Electric vehicle charging station meeting with Eversource for approved site. May need financing. Information sourcing from Montague
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**

[NORTHFIELD SELECTBOARD MEETING MINUTES]

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- Bob MacEwen, Board of Health Chair and Jan Ameen of the Franklin County Solid Waste District addressed the Selectboard with an update on the dog feces issue at the transfer station.
 - Waste Management will cancel service to Northfield transfer station if excessive feces issue continues.
 - Problem has been recurring for the past 2-3 years.
 - Dog owners have been contacted
 - **Appointments:**
 - On a motion by Meisner, seconded by Rogers the board voted to reappoint Pam Eldridge and to the Board of Registrars; term expires 8/15/2022. Roll call vote: Meisner yes, Rogers yes, Cummings yes.
 - **Announcements**
 - Food Pantry looking for protective equipment
 - **Recognition for Service**
 - Senior Center staff/Council on Aging for keeping in touch with Seniors & food pantry volunteers for helping families in need.
 - **Proposed Agenda Items**
 - Next regular meeting April 13
- On a motion by Meisner, seconded by Rogers the board voted to adjourn at 7:47 pm. Roll call vote: Meisner yes, Rogers yes, Cummings yes.**

Recorded remotely by Sandra L. Wood, Secretary

Selectboard Clerk

Date Approved