

April 13, 2020

Northfield Town Hall  
69 Main St

Selectboard Present: Alexander Meisner, Chair; Heath Cummings

Selectboard Participating Remotely: Tracy Rogers

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

Others Present Remotely: Sandra L. Wood, Town Secretary

- **Meeting was called to order at 6:02 pm**
- 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 BNCTV, 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**
  - 4/7/20 Payroll warrant of \$70,341.13
  - 4/7/20 Vendor warrant of \$1,099,615.53 (PVRs assessment)
    - On a motion by Meisner, seconded by Cummings the Board voted to approve the warrants as read
- **Review and Approval of Minutes**
  - On a motion by Meisner, seconded by Cummings the Board voted to approve the minutes of 03/30/20 as written
- **Meetings/Events attended by Selectboard members**
  - Meisner: Sewer Commission; Electric Vehicle Charge Station with Eversource and TA Llamas
- **Business**
  - COVID 19 – Town Update
    - Llamas attended remote meetings for public safety and available testing for first responders
    - Yoga classes are online
    - Town is following state recommendations before re-opening
    - Rogers reported the curve is starting to flatten and lengthen and foresees current restrictions continuing until the end of May for her department at the FRCOG
  - Discussion/Vote on Public Information Officer (PIO)
    - To keep information coming from one point of contact
    - On a motion by Meisner, seconded by Cummings the Board voted to assign Town Administrator Andrea Llamas as Public Information Officer
  - Vote to waive interest and penalties on tax payments:
    - Motion by Meisner, seconded by Cummings the Board voted to waive the payment of interest and penalties in the event of late payment of excise tax, real and personal property tax, and the annual sewer use charges added to a tax for any payment with a due date on or after March 10, 2020 and made after its respective due date before June 30, 2020. Roll call vote: Meisner yes, Cummings yes, Rogers yes
  - Vote to extend the date to file for exemptions
    - Motion by Meisner, seconded by Cummings the Board voted to extend the due date for applications for exemption of taxes from April 1, 2020 to June 1, 2020 (NOTE: no later than June 1, 2020; also per DOR this extension will automatically apply to deferrals under G.L.c. 59, s. 5[18A] and [41A], residential exemptions under G.L. c. 59, s. 5C, and small commercial exemptions under GL. C. 59, s. 5I.) Roll call vote: Meisner yes, Cummings yes, Rogers yes.

## [NORTHFIELD SELECTBOARD MEETING MINUTES]

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- Payment must be made by June 30, 2020
  - Vote to allow one Selectboard member to approve vendor and payroll warrants:
    - Motion by Meisner, seconded by Cummings pursuant to MGL Chapter 41, section 56 the Selectboard for the Town of Northfield designate Alexander Meisner to approve warrants for signature without further Selectboard action and contingent upon when town hall opens. A record of the approved warrants will be made available to the full board at the first meeting following such action. Roll call vote: Meisner yes, Cummings yes and Rogers yes
  - Town Meeting and Town Election Discussion
    - Option to hold town meeting to vote on the budget only and hold a special town meeting for additional articles when ban on large crowds is lifted. Discussion on outside locations to hold meeting.
  - Review and Choose Complete Street projects for submission for funding
    - From list of projects including several pedestrian improvements throughout town the Board selected additional signage and crosswalk improvements. The Board agreed to move forward.
  - Review EV Charging Station Make Ready
    - 2 locations presented in the south parking area behind the Veterans Memorial
    - Eversource to provide more details on installation requirements.
    - Contract forwarded to town attorney for review
  - First responder quarantine agreements
    - Options for first responders in town who may need quarantine arrangement to keep their families safe
    - Hadley- formalized agreement; option to sign on and pay when activated. 5 room agreement.
    - Greenfield-Hampton Inn; use & pay, plus cleaning charge
    - Moody Center – suites available for cleaning charge only.
    - FEMA eligible expenses
  - **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
    - Food Pantry, resolved Board of Health matter
  - **Announcements**
    - Census 2020- reminder to fill out your census online, [www.2020census.gov](http://www.2020census.gov) or mail in.
  - **Recognition for Service** – Sgt Alex Pirozhkov and Officer Oleg Cobileanschi for outstanding efforts in investigating and coordinating with other states that lead to the arrest of an individual for multiple felony charges that related to the breaking and entering and stolen car incidents that occurred in February in Northfield (and those other states). Section of Chief Leighton's letter read.
  - **Proposed Agenda Items**
    - Widening south parking area spaces
    - Moving Main/Maple Welcome to Northfield sign for safety issue.
- On a motion by Meisner, seconded by Cummings the board voted to adjourn at 6:48 pm**

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk

04/27/2020  
Date Approved