

## [NORTHFIELD SELECTBOARD MEETING MINUTES]

August 24, 2020

Northfield Town Hall  
69 Main St

Selectboard Present: Alexander Meisner, Chair; Barbara “Bee” Jacque

Selectboard Absent: Heath Cummings

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

Remote Access: Chief Leighton; Sandra L. Wood, Town Secretary

Others Present: Julia Blyth, Open Space Committee Chair; Jay Loubris, 2019 Annual Citizen Stewardship Award Recipient

- **Meeting was called to order at 6:00 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. Limited in-person attendance of members of the public may 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**

- 8/13/20 Payroll warrant of \$82,922.00
- 8/13/20 Vendor warrant of \$977,771.84
  - On a motion by Meisner, seconded by Jacque the board voted to approve the warrants as written.

- **Review and Approval of Minutes**

- On a motion by Meisner, seconded by Jacque the board voted to approve the minutes of 8/3/20 as written.
- On a motion by Meisner, seconded by Jacque the board voted to approve the minutes of 8/10/20 as written.

- **Meetings/Events attended by Selectboard members**

- Jacque: MMA Municipal Finance Training; FRCOG New Selectboard member session; Historical Commission
- Meisner: Sewer Commission
  - Joe Stacy asked (via Facebook) if DEP had funding sources. Meisner responded no, the facility is a failing entity, but they are trying the best they can. Llamas added the facility cannot be shut down and the commission will address DEP issues as they request.

- **Business**

- Julia Blyth: Open Space Committee Presentation of the 2019 Annual Citizen Stewardship Award to Jay Loubris
  - 2019 award presented to Jay Loubris by Blyth on behalf of the Open Space Committee.
  - Loubris teaches sixth grade science at Northfield Elementary and holds after school sessions for 20 weeks during the school year to fourth, fifth and sixth grade students. Students are taken on field trips pertaining to science.
  - Loubris thanked the parents, students and administration in Northfield and was honored to receive the award.
  - The Selectboard thanked Loubris for promoting the sciences and congratulated him on the award.
- Chief Leighton: Body Worn Cameras
  - Request for the Selectboard to accept the policy for Body Worn Cameras
  - Policy is the same as Erving and Buckland with modifications for Northfield. Police union approved.
  - Technology for storage is currently on backorder. Once in place the officers would start using the cameras.
  - Officers not adhering to the policy will be dealt with case by case. There will be a learning curve.

- Footage release will be determined on nature of subject.
  - Body cameras were chosen over cruiser cameras for complete interaction between officer and subject.
  - Officer will warn subjects they are being recorded.
  - On a motion by Meisner, seconded by Jacque the board voted to accept Body Worn Cameras into the Town of Northfield Police Department policies and procedures.
- The Brewery at Four Star Farm license; approved by the state
  - On a motion by Meisner, seconded by Jacque the board voted to approve the Farmer Series Pouring Permit for The Brewery at Four Star Farm.
  - License signed.
- Signing of the bi-weekly warrants review
  - To reverse the change to a single signature during the early days of the pandemic back to majority signatures.
  - On a motion by Meisner, seconded by Jacque the voted to reverse the biweekly warrants review to a majority of the Selectboard.
- Discussion on change of Selectboard meeting day to Tuesdays
  - Changing back to Tuesday avoids the problem of Monday holidays and signing of the warrant.
  - Meisner and Jacque agreed to Tuesdays. Llamas to ask Cummings if the switch works for him.
- Schedule hearing for 9/14 or 15/20 (pending discussion above) meeting for Cameron's Winery Change of Location liquor license application.
  - Motion by Meisner, seconded by Jacque the board voted to schedule the liquor license change of location for Cameron's Winery hearing for Monday September 14, 2020
- Sign letter RE: Main St. crosswalk signs to MassDOT Dir. Cavicchi, Sen. Comerford & Rep. Mark
  - Llamas added reference to the Complete Streets project which initially requested crosswalk improvements.
  - Letter to be posted on town website
  - On a motion by Meisner, seconded by Jacque the board voted to sign the letter for the Main Street crosswalk signs to MassDOT Director Peter Cavicchi, Senator Jo Comerford and Representative Paul Mark.
- Sign Letter RE: MassWorks grant for Warwick Rd.
  - Joint project with Warwick. Working with engineer.
  - Last year was submitted as separate projects from each town with no funding as a result
  - Senator Comerford helped by holding a conference call in support
  - The joint coordination will produce a stronger application
  - On a motion by Jacque, seconded by Meisner the board voted to approve the letter to Secretary Kennealy for the Mass Works Infrastructure Program for reconstruction of Warwick Rd. in Northfield and Northfield Rd. in Warwick.
- **Town Administrator's update**
  - ADA Transition plan
  - Town Hall parking lot drainage
    - No response from abutter.
    - Reaching out to engineer for new solution
  - Selectboard policies: will review a few at a time in future meetings
  - Aggregation results: out of 1347 households, 304 opted out; 21 using other sources; 2 opted for a higher category. 1,024 households participating in the aggregation. Northfield second highest percentage to opt out of the nine member towns.
- **Appointments:**
  - Jacque invoked the rule of necessity with the absence of Cummings for this vote. Motion by Meisner, seconded by Jacque the board appointed Barbara Jacque as full member of the Historical Commission; term expires 12/31/22

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- Motion by Meisner, seconded by Jacque the board voted to appoint Mary Mayshark-Stavely as alternate of the Historical Commission; term expires 12/31/21
- Motion by Meisner, seconded by Jacque the board voted to re-appoint Betty Gibson and Melissa Morgan-Oakes as Election Officers; term expires 8/15/21
- **Announcements**
  - New & Improved locked drop box at the back entrance of Town Hall
  - Hazardous Waste Collection Day; Sat. Sept. 26, 2020; Pre-Registration required by Sept. 18
    - If you registered between Aug. 11 -17, please register again. Registrations from this time period were deleted.
- **Proposed Agenda Items**
  - Follow up from ACO Dragon
  - Synchronize appointments
  - Bring in Committees and Departments

Motion by Meisner, seconded by Jacque the board voted to adjourn at 7:11 pm

Recorded by Sandra L. Wood, Secretary

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Selectboard Clerk

9/14/20  
Date Approved