

[NORTHFIELD SELECTBOARD MEETING MINUTES]

September 14, 2020

Northfield Town Hall
69 Main St

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

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

Others Present: Paul & Leslie Cameron, Cameron’s Winery; Kyle Dragon, Animal Control Officer

- **Call to Order**

- 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

- **Hearing**

- Motion by Meisner, seconded by Cummings the board voted to open the hearing at 6:00 pm; Cameron’s Winery; change of location for Farmer Series Pouring Permit
 - The Board of Selectmen hereby gives notice that is will hold a Public Hearing, Monday September 14, 2020, 6:00 pm at the Northfield Town Hall, 69 Main St., Northfield, to consider the application of Paul & Leslie Cameron, d/b/a Cameron’s Winery, 105 Main St., Northfield, for approval of a Change of Location of Farmer Winery Pouring Permit under M.G. L. 138 § 19 Amendment-Change of Premises to 1046 Millers Falls Rd. All interested parties will be given an opportunity to be heard.
 - Review of site plan with parking and explanation of production; energy efficiency.
 - Onsite growing of wine making produce
 - Description of signage approved by the Planning Board
 - On a motion by Meisner, seconded by Jacques the board voted to approve Cameron’s Winery Farmer Series Pouring Permit location change from 105 Main St. Northfield, MA to 1046 Millers Falls Rd. Northfield, MA under the change of location of Farmer Winery Pouring permit under M.G. L. 138 §19.
 - Motion by Meisner, seconded by Cummings the board voted to close the hearing at 6:20 pm.

- **Review and Approval of Warrants**

- Motion by Meisner, seconded by Jacque the board voted to approve the 8/27/20 Payroll warrant of \$70,257.88
- Motion by Meisner, seconded by Cummings the board voted to approve the 8/27/20 Vendor warrant of \$276,519.57
- Motion by Meisner, seconded by Jacque the board voted to approve the 9/10/20 Payroll warrant of \$55,906.28
- Motion by Meisner, seconded by Cummings the board voted to approve the 9/10/20 Vendor warrant of \$66,033.44

- **Review and Approval of Minutes**

- Motion by Jacque, seconded by Meisner the board voted to approve the minutes of 08/24/20 as written. Cummings abstained.
- Motion by Jacque, seconded by Meisner the board voted to approve the minutes of 08/27/20 as written. Cummings abstained.

- **Interim Selectboard Meetings**

- 8/27/20 Joint meeting with Planning Board: MVP/Hazardous Mitigation

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

- Meisner: Sewer Commission
- Jacque: Historical Commission; FRCOG RE: county radio system; COVID expenditures
- Cummings: Emergency Services Facility Committee

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- **Business**

- Update from ACO Dragon on Cominoli dog hearing
 - All orders have been met with the insurance applied for and pending
 - ACO Dragon will recommend signage, "Beware of Dog" to Cominoli
 - Annual report will be in August 2021.
- Town Maintenance Position Resignation
 - Sam Stevens resignation letter read
 - Motion by Meisner, seconded by Jacque the board voted to accept the resignation of Sam Stevens.
 - Llamas to meet with Highway Superintendent Walker to update job description
 - Hiring team to include Llamas, Cummings, Walker and member of Finance Committee
- ADA Coordinator Designation
 - To apply for a grant, three pieces are needed by the town
 - Designate an ADA coordinator
 - Post a notice of non-discrimination
 - Adopt a grievance procedure
 - From the Public Notice: The Town of Northfield will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities."
 - Motion by Meisner, seconded by Jacque the board voted to accept the ADA Coordinator designation form as written. Llamas will act as the ADA Coordinator.
- Notice of Non-Discrimination
 - Motion by Cummings, seconded by Meisner the board voted to adopt the Public Notice as written.
- .Adopt Grievance Procedures under ADA
 - Motion by Cummings, seconded by Meisner the board voted to accept the Grievance Procedure as written
- Green Communities Grant
 - Award approve for \$162,303
 - Projects funded: Library, heat source; Elementary School HVAC upgrades; Police, hybrid vehicle purchase; Administrative assistance.
 - Motion by Cummings, seconded by Jacque the board voted to approve Meisner to sign the Green Communities Grant contract.
- Letter of Support for Schell Bridge Project
 - Letter of support to be submitted after the September 17 webinar. Deadline for submittal October 1, 2020.
 - Feedback from town boards/committees to be included. Letter to be re-addressed at 9/28/20 meeting
 - Additional letters of support recommended.

- **Town Administrator's update**

- Town Hall open hours to remain as posted
- Warwick Rd grant submitted. Support from Senator Comerford and Senator Warren
- Received Right of Way list for Schell Bridge. Engineering required.
- Key card installation later this week
- Letter to FERC per town meeting vote
 - Motion by Jacque, seconded by Meisner the board voted to fulfill our obligation in notifying FERC of the town's wishes as voted at the Town Meeting of 2020

- **Correspondence:** N Billings: Boom cannon

- **Appointments:**

- Motion by Meisner, seconded by Cummings the board voted to appoint David Quinn to the Emergency Services Facility Committee; term expires 12/31/24

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- **Announcements**

- Published Schell Bridge Replacement Project Hearing Webinar; Thu. Sept. 17; www.mass.gov/massdot-highway-design-public-hearings. See Town website for details.
- Fred Wells Will Trustee: Northfield needs a Trustee to fill the position. Interested parties can submit a Citizen Interest form or email the Town Secretary

- **Recognition for Service:** The Selectboard thanked Sam Stevens for his service to the town as Building Maintenance Technician

- **Proposed Agenda Items**

- Ted Penick (retired FWWT) to speak on the requirements of the Trustee for the Fred Wells Will Scholarship
- Emergency Services Facility Committee
- Exit interview form

Motion by Meisner, seconded by Cummings the board voted to adjourn at 7:50 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

9/28/20
Date Approved