

October 19, 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: Rebecca Frost

- **Call to Order**

- 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**

- Motion by Meisner, seconded by Jacque the board voted to approve the 10/8/2020 Payroll warrant of \$63,940.38
- Motion by Meisner, seconded by Cummings the board voted to approve the 10/8/2020 Vendor warrant of \$632,729.54

- **Review and Approval of Minutes**

- Motion by Meisner, seconded by Jacque the board voted to approve the minutes of 10/5/20 as written

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

- Cummings: met with PVRSD Superintendent re: HVAC
- Jacque: FRCOG quarterly meeting

- **Business**

- Chief Dunnell; new appointments to Fire Department
 - Appointees completed 12-week recruitment training.
 - Ed Curtis is a member of the Gill Fire Dept.; Mike Magnuson, military experience; Tyler Hunter was part of the Junior firefighter program
 - 12-week program gives recruits a chance to see what will be expected of them. Each member must pass requirements. There are 8 junior firefighters in the program presently. Appointee Keith Stark will be available for daytime help
- Motion by Meisner, seconded by Cummings the board voted to appoint Edward Curtis, Michael Magnuson, Tyler Hunter and Keith Stark to the Northfield Fire Dept. term expires 01/31/21
- Rebecca Frost; request to appoint as Fred Wells Will Trustee
 - Frost was contacted by retired trustee Ted Penick
 - Former recipient of the trust, Frost is familiar with the organization and her family has contributed scholarships through the school guidance department.
 - Jacque explained to the board that Karen Boudreau had also expressed interest in the appointment
 - On a motion by Meisner, seconded by Cummings the board voted to appoint Rebecca Frost as the Fred Wells Will Trustee; term expires 12/31/20. Meisner and Cummings yes, Jacque abstained.
 - Term to be reviewed.
 - Attorney Dan Graves will be contacted about the appointment.
 - The board requested an update on the process from Frost later
- Change Order NES Fire Alarm voice System \$15,488.00; Fire Alarm ceiling demo \$15,849.00; 400amp feeder and switchboard \$30,653.00 and additional phones \$6,422.98
 - Electrical change to correct improper installation of existing wiring
 - Project dovetails into Green Communities

- Motion by Meisner, seconded by Jacque the board voted to approve the Change Order NES Fire Alarm voice System \$15,488.00; Fire Alarm ceiling demo \$15,849.00; 400amp feeder and switchboard \$30,653.00 and additional phones \$6,422.98
 - Change order signed
- Highway Surplus list
 - 1986 AM General Flatbed Truck with log loader
 - 2 used excavator rubber tracks
 - 2 used tractor tires
 - Equipment will be auctioned
 - Motion by Meisner, seconded by Jacque the board voted to declare the 1986 AM General Flatbed Truck with log loader, 2 used excavator rubber tracks and 2 used tractor tires surplus.
- Issuance of Cameron's Winery LLC change of location license
 - Change of location approved by the ABCC
 - Motion by Meisner, seconded by Cummings the board voted to approve the issuance of Cameron's Winery LLC change of location license for the Farmers Series Pouring Permit
- Nelson Mills Pond Dam – DCR Registration
 - Dam is located on town owned Mt. Hermon Station Rd
 - DCR has determined the town is a 1/3 owner of the dam and responsible for 1/3 of the maintenance, inspections, and repair. The determination was based on the town allegedly doing work on the dam in the past.
- Meisner left the meeting at 7:03pm. Cummings continued the meeting as chair pro tem.
 - Water rights are not included
 - Motion by Cummings, seconded by Jacque the board voted to sign the DCR dam registration form for Nelson Mills Pond Dam.
 - Llamas to refer to town counsel
- Community Compact Financial Policies & Procedures Workgroup Representative
 - Selectboard representative needed to act as representative to the workgroup
 - Motion by Cummings, seconded by Jacque the board voted to nominate Barbara Jacque as the Selectboard representative for the Financial Policies & Procedures workgroup
- Sign Federal Election Warrant
 - Motion by Jacque, seconded by Cummings the board voted to sign the Federal Election Warrant
- Selectboard Meeting Schedule change
 - Motion by Cummings, seconded by Jacque to move the Selectboard regularly meet every other Tuesday.
- **Town Administrator's update**
 - Complete Streets Grant: \$372,620 for various pedestrian projects
 - Town Clerk's grant of \$5,000 for additional postage used and new voting equipment
 - FEMA Covid reimbursement filing submitted
 - Air purifiers installed in Town Hall, Sewer plant, Library, EMS, Highway, Fire
 - Working on Building Maintenance applications
- **Topics not reasonably anticipated by the chair 48 hours in advance of the meeting**
 - Cummings:
 - Aeroclave being used in safety vehicles and offices
 - Post link on website for email directed to Selectboard without violating open meeting law
- **Citizens' concerns**
 - Planning Board Chair Steve Seredynski inquired about meeting/hearing protocol. Llamas to contact Seredynski

[NORTHFIELD SELECTBOARD MEETING MINUTES]

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- **Announcements**

REMINDER - This is the last meeting before Halloween. For Halloween night and trick-or-treating, please remember to follow CDC Guidelines and the Town Guidelines on the Town Website under the "Halloween Guidelines" tab.

- **Recognition for Service**-Sgt. Pirozhkov for attending Senior Morning Coffee sessions
- **Proposed Agenda Items**
 - Revisit Gulf Rd. signs

On a motion by Cummings, seconded by Jacque the board voted to adjourn at 7:55 pm

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

11/4/20
Date Approved