

[NORTHFIELD SELECTBOARD MEETING MINUTES]

August 10, 2021

Northfield Town Hall
69 Main St

Selectboard Present: Heath Cummings, Chair; Barbara "Bee" Jacque, Vice Chair; Alexander Meisner; Bernard Boudreau, Clerk; Mary Sullivan-Bowen

Also Present: Andrea Llamas, Town Administrator; Sandra L. Wood, Town Secretary; Otis Wheeler/Ian Bauer, BNCTV

Others Present: Camron Kennedy, Asst. EMS Chief, Talia Hicks; Bill Kilpatrick

- Meeting was called to order at 6:00 pm
- **Scheduled Appointments**
 - Otis Wheeler, Request for Northfield members of BNCTV Bd of Directors
 - BNCTV is a non-profit and has been in operation for 20 years working out of Pioneer Valley Regional School
 - Needs two members from Northfield and two from the PVRs district for the Board of Directors
 - Beside serving Bernardston and Northfield, they are in a pilot program with the Town of Erving
 - Board of Directors is a volunteer group meeting quarterly. Meetings are up to 90 minutes.
 - Those interested in TV, video and community can contact BNCTV at 413-648-6300 or wheelero@bnctv.net
 - Request from EMS Chief Fortier to appoint Talia Hicks to the EMS; term expires 12/31/21
 - Asst. Chief Kennedy and Talia Hicks joined the meeting remotely
 - Hicks lives in Northfield and is a newly trained EMT
 - Works in the medical field and plans to continue her education as a physical assistant
 - Likes the spontaneity of EMS work and helping the community
 - Motion by Jacque, seconded by Bowen the board voted to appoint Talia Hicks to the EMS; term expires 12/31/21
- **Review and Approval of Warrants**
 - Motion by Jacque, seconded by Bowen the board voted to approve the 8/12/21 Payroll warrant of \$60,277.66
 - Motion by Jacque, seconded by Boudreau the board voted to approve the 8/12/21 Vendor warrant of \$139,078.50
- **Review and Approval of Minutes**
 - Motion by Cummings, seconded by Boudreau the board voted to approve the 7/13/21 Executive Session minutes as written
 - Motion by Jacque, seconded Boudreau the board voted to approve the 7/27/21 minutes as written
- **Meetings/Events attended by Selectboard members**
 - Jacque: Historical Commission/Municipal Resources Inc rep re: police chief search
 - Cummings: Police Chief Search Committee/ Municipal Resources Inc rep
 - Bowen: Municipal Resources Inc rep
 - Boudreau: Municipal Resources Inc rep
 - Meisner: will meet with Municipal Resources Inc rep this week
- **Business**
 - Draft Unregistered Motor vehicle bylaw
 - Decision needed whether to make a zoning or general bylaw; zoning puts enforcement under the Building Commissioner, general would be enforced by the Selectboard
 - Discussion of the difference between autobody business using unregistered vehicles for parts and collection of unregistered vehicles
 - Draft Noise bylaw
 - General bylaw
 - Draft to be taken under review by the Selectboard
 - Draft Event Permit Application
 - Draft includes addition of Seasonal section
 - To be taken under review of the Selectboard
 - Update Designer Selection Procedures (Selectboard Policy)

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- Process for selecting designers, architects, etc.; criteria and selection process; fee negotiating
 - To be taken under review of the Selectboard
- Police Chief Hiring Public Forum
 - Forum to hear public opinion
 - 4 topics at 30-minute intervals on the agenda
 - Date and time of forum: August 23, 2021; 6:30-8:30pm
 - Selectboard reviewed the timeline, hiring process and police department survey
 - Fire Chief Skip Dunnell to act as Moderator of the Forum
- Schell Bridge – Winter work
 - Due to seasonal restrictions for working on the river, the request is to extend the permission to work during the winter to shorten the overall of time of the project.
 - Motion by Meisner, seconded by Cummings the board voted to grant winter work for the project and completion of the Schell Bridge
- Time Off Request
 - Llamas will be working remotely half days
 - Motion by Jacque, seconded by Bowen the board accepted the time off request.
- **Town Administrator's update**
 - COVID-State department of Public Health updated an advisory on July 30 recommending fully vaccinated people with health concerns should wear masks indoors. We ask unvaccinated people to wear masks in the building
- **Citizens' Concerns**
 - Bill Kilpatrick, 166 Gulf Rd: Gulf Rd repair scheduled for week of August 23
 - Kilpatrick requested barricades allow residents on section of Gulf Rd in repair zone be wide enough for driving on paved section vs. gravel
- **Committee/Board Appointments**
 - Board of Registrars
 - Motion by Jacque, seconded by Bowen the board voted to re-appoint Heather Tower and Robin McKeon to the Northfield Board of Registrars; terms expire 8/15/2024
 - Election Officers
 - Motion by Meisner, seconded by Boudreau the board voted to re-appoint Susan Secco, Beth Walker, Pam Veith, Bruce Kahn, Diane Fuller, Melissa Morgan-Oakes, Jessie Wiggin, Pamela Eldridge, Al Stone, Patricia Stone, David Stone, Gail Stone, Barbara Jacque, Sandra Campbell, Nina Sibley, Joe Graveline as Election Officers; terms expire 8/15/2022
- **Proposed Agenda Items**
 - Designer Selection Procedures Policy
 - Mosquito Control (BJ)
 - Communications (BJ)
- **Announcements**
 - Road Closure: Week of August 23, Gulf Rd. between Alexander Hill and Orange Rd. for storm damage repair.
- **Recognition for Service**
 - Tom Walker and Andrea Llamas response to Joanne McGee concern of Alexander Hill Road trail access regrade for planned event after storm.
- Motion by Cummings, seconded by Jacque the board voted to adjourn at 7:32 pm

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

8/24/21
Date Approved