Selectboard present: Jack Spanbauer, Chair; Jed Proujansky; Tracy Rogers

Also present: Kevin Paicos, Interim Town Administrator; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

<u>Others present</u>: Robert Markel; Dayle Doiron PVRS Superintendent; Pat Shearer, Bill Wahlstrom & Robin L'Etoile, NFLD school committee representatives; David Rainville, The Recorder

The meeting was called to order at 7:00 pm

• Review and Approval of Warrants

- On a motion by Rogers, seconded by Proujansky the board VOTED unanimously to approve the 6/24/2014 Payroll warrant of \$40,982.65.
- On a motion by Proujansky, seconded by Rogers the board VOTED unanimously to approve the 6/24/2014
 Vendor warrant of \$59,385.11
- On a motion by Rogers, seconded by Proujansky the board VOTED unanimously to approve the 7/1/14 Payroll warrant of \$22,642.01
- On a motion by Proujansky, seconded by Rogers the board VOTED unanimously to approve the 7/1/14
 Vendor warrant of \$358,864.65 (FC retirement system, Warner Bros.

Review and Approval of Minutes

- On a motion by Proujansky, seconded by Rogers the board VOTED unanimously to approve the Selectboard minutes of 06/17/14 as written.
- On a motion by Spanbauer, seconded by Rogers the board VOTED to approve the Selectboard minutes of 06/18/14 as written. Passed. Proujansky abstained.
- On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to approve the amended Selectboard minutes of 6/12/14.

• Summary of Interim Selectboard Meetings

Staff meeting

• Summary of meetings attended by Selectboard members

- o Interim Town Administrator Bob Markel, Chad Glover and Jack Spanbauer met to grade the position of payroll assistant clerk. Accountant Deb Mero met with the review board to discuss their assessment.
- On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to rate the assistant payroll clerk at grade 5.

Old Business

- Stewardship Advisory Subcommittee for the Conservation Commission
 - The board is looking for members. The Conservation Commission and Open Space Committee have set a July 15 deadline for applicants from their respective boards.
- o PVRSD Verified Energy Reduction Savings Agreement
 - Discussion with the Finance Committee on this topic will be done on Monday July 14 at their joint meeting with the Selectboard.
 - As written, the town does not benefit from the agreement. The alternative would be to look at each individual school's leases.
- o Superintendent Dayle Doiron RE: Override Article
 - Dioron gave an update of the budget. Without an approved budget the school district an interim budget will
 be set by the Commissioner of Elementary and Secondary Education. This will allow the school district to
 operate.
 - Reasons for budget increases over the past six years included reduced state contributions and enrollment fluctuations by town.
 - If the override is approved the town will have to hold a town meeting to approve a new assessment. An increase on the tax rate would be approximately \$.79 per thousand.
 - Discussion of staff reductions if override fails
- o Paramedic per diem job description
 - Physicals and job applications will be required as stated in the personnel policy by all town employees.
 - The job description should include a CORI check under additional requirements.

- On a motion by Proujansky, seconded by Rogers the board VOTED unanimously to approve the the Paramedic job description as amended.
- o Schedule meeting with Kinder Morgan
 - Paicos to contact Kinder Morgan to schedule August 5 meeting to be held at PVRS
 - Moderator Nathan L'Etoile will be asked to moderate the meeting.
- Town Administrator Search
 - Paicos to contact Dick Kobayshi for more detail as to what we can do in-house and to not move forward without board approval.

New Business

- o Ad hoc Community Park Committee
 - Wood to contact Jerry Wagener and ask him to come to the next meeting for more detail.
- Letter from Asst. Superintendent Healy RE: Assignment of fiscal responsibility for Capital, Capital Repair and Operating Maintenance definitions
 - The board will review the letter sent and address at the joint meeting with the Finance Committee on 7/14.
- o Transfer Requests:
 - \$1,500.00 from Highway Bridges & Rails to Highway Garage Maintenance to adjust mounts to the wood furnace and bring garage up to code.
 - \$8,000.00 from Highway Bridges & Rails to Machine Maintenance for repairs of plow, dump truck body and tire rebuild.
 - Both to be addressed at 7/14 joint meeting with the Finance Committee
- Topics not reasonably anticipated by the chair 48 hours in advance of the meeting
 - Assistant Town Clerk
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to appoint Dan Campbell as Assistant Town Clerk until the next election at grade 7 step 4, 33 hours per week and a pre-employment physical.

• Board and Committee Meetings/Announcements

Date	Activity	Time	Place
7/2/14	Agricultural Commission	7pm	Town Hall
7/2/14	Sewer Commission	9am	Town Hall
7/7/14	Building Utilization & Use	10am	Nfld Elementary School
7/8/14	Recreation Commission	7pm	Town Hall
7/9/14	Board of Assessors	6рт	Town Hall
7/9/14	Planning Board	7pm	Town Hall
7/10/14	Board of Health	4:45pm	Town Hall
7/10/14	Historical Commission	7pm	Town Hall
7/14/14	Finance Committee/Selectboard	7pm	Town Hall
7/15/14	Energy Committee	5:30pm	Dickinson Library
7/15/14	Open Space Committee	7:30 pm	Town Hall
7/15/14	Selectboard	7:00 pm	Town Hall

• Openings: A number of committees and boards have openings. A list is available for viewing on the Current Openings page of www.northfield.ma.us and on the Town Hall posting board. Current opening for an alternate appointment to the ZBA;

Wired West; Cultural Council; Emergency Services Facility Committee; Master Plan Implementation Committee; Town Hall Master Plan Committee; Council on Aging; Agricultural Commission Alternates; Building Use & Planning; Electronic Communication & Cable TV; Open Space Committee; Conservation Commission; Stewardship/Advisory Subcommittee of the Conservation Commission

• Announcements:

- o No evening office hours on Wed. July 2 at Town Hall
- o Town Hall closed July 4
- Correspondence:
- Town Administrator Updates:
 - o The Selectboard thanked Bob Markel for getting through the budget and a smooth Town Meeting. Kevin Paicos will take over until a permanent replacement is hired.

Appointments:

- On a motion by Proujansky, seconded by Rogers **the board VOTED unanimously to appoint** William Roberts and Eugene L'Etoile to the Agricultural Commission. Term expires 6/30/2017
- On a motion by Rogers, seconded by Proujansky the board VOTED unanimously to appoint Tom Walker, Ruth Gallagher and Stephen Serendynski to the Town Hall Master Plan. Term expires 6/30/2015
- On a motion by Proujansky, seconded by Rogers the board VOTED unanimously to appoint Ed Doolittle as Veteran Graves Officer: Term expires 6/30/2015
- On a motion by Rogers, seconded by Spanbauer **the board VOTED to appoint**: Bob English, Lisa McLoughlin, Joan Deely, Howard Perrea, and Mary Perrea to the Four Mile Brook Watershed Advisory Committee. Term expires 6/30/2017. Rogers and Spanbauer yes. Proujansky abstained.
- On a motion by Proujansky, seconded by Rogers **the board VOTED unanimously to appoint** Susan Ross and Julia Blyth to the Open Space Committee. Term expires 6/30/2017.
- Community Preservation Committee: Jenny Tufts, Joan Deely, Ruth Gallagher, Robert Hall, Jr., Rhoda Yucavitch and Eleanor Goodman. Term expires 6/30/2015. Members are appointed by various boards. Rescheduled for next meeting.
- On a motion by Rogers, seconded by Proujansky **the board VOTED unanimously to appoint** Tom Walker and Robert Leighton to the Natural Hazard Mitigation Plan. Term expires 6/30/2015

• Request for One-Day Temporary Liquor License:

 On a motion by Proujansky, seconded by Rogers the board VOTED unanimously to approve the request from Louis Guillette of the Northfield Kiwanis requests one day temporary liquor license for July 7, 14, 21 & 28, 2014 from 5pm-8pm at Kiwanis Park on School St.

Proposed Agenda Items

- Kinder Morgan meeting
- o Rich Fitzgerald: Master Plan Implementation

On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to adjourn at 8:08 pm.

Recorded by Sandra L. Wood, So	ecretary
	07/15/14
Selectboard Clerk	Date Approved