Selectboard present: Jack Spanbauer, Chair; Tracy Rogers

Selectboard absent: Jed Proujansky

Also present: Brian S. Noble, Town Administrator; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

<u>Others present</u>: David Rainville, The Recorder; Tom Walker, Superintendent of Streets & Building Maintenance; Joe Stacy, Community Park Committee

The meeting was called to order at 7:20pm

• Citizens' concerns

- O Joe Stacy of the Community Park Committee requested the CPC be an ad hoc committee of the Open Space Committee instead of a subcommittee of the Master Plan Implementation Committee. He is also requesting a budget for the CPC and if the CPC were part of the Open Space Committee they could supply the funds requested.
- o Spanbauer said the town should come up with a town park through the Master Plan. He suggested if a group wanted to create their own ad hoc committee they could but the town will move forward with the Master Plan.
- Noble added the park project will need a broad base and a lot of input; the committee should not restrict membership. The board agreed.
- o Stacy to contact Rich Fitzgerald of the Master Plan Committee

• Review and Approval of Warrants

- On a motion by Rogers, seconded by Spanbauer **the board VOTED unanimously to approve the** 12/9/14 Payroll warrant of \$33,332.96
- On a motion by Rogers, seconded by Spanbauer **the board VOTED unanimously to approve the** 12/9/14 Vendor warrant of \$137,890.06(FCTS assessment)
- On a motion by Rogers, seconded by Spanbauer **the board VOTED unanimously to approve the** 12/16/14 Payroll warrant of \$41,723.66
- On a motion by Rogers, seconded by Spanbauer the board VOTED unanimously to approve the 12/16/14 Vendor warrant of \$44,799.90

• Review and Approval of Minutes

o On a motion by Rogers, seconded by Spanbauer the board VOTED unanimously to approve the 12/2/14

• Summary of meetings attended by Selectboard members

Spanbauer: Zoning Study Committee

Old Business

- Kevin Paicos:
 - Job descriptions project- topic for 12/30/14 agenda
 - Personnel Policy Adoption
 - The board thanked Paicos, Lisa White, Deana Prest and Cate Woolner for their work on the policy
 - On a motion by Rogers, seconded by Spanbauer the board VOTED unanimously to adopt the Personnel Policy.
 - Employees will be receiving copies of the policy
- Liquor License renewal
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to approve the renewal for Vasilios Parios of Northfield Pizza. License for a Restaurant/Wine & Malt License expiring Dec. 31, 2015.

New Business

- O Class II (used car dealer's license & Class III (motor vehicle junk license) renewals
 - On a motion by Rogers, seconded by Spanbauer the board VOTED unanimously to approve the Class II for Homer F. Browning Jr, and Homer F. Browning III DBA Homer F. Browning III; 22 Upper Farms Rd. Expires January 1, 2016
 - On a motion by Rogers, seconded by Spanbauer **the board VOTED unanimously to approve the** Class II for Richard E. Barnes DBA Barnes Automotive; 275 Mt. Hermon Station Rd. Expires January 1, 2016.

On a motion by Rogers, seconded by Spanbauer the board VOTED unanimously to approve the Class III for Homer F. Browning Jr, and Homer F. Browning III DBA Homer F. Browning III; 22 Upper Farms Rd. Expires January 1, 2016

DECEMBER 16, 2014 7:20 PM

- On a motion by Rogers, seconded by Spanbauer the board VOTED unanimously to approve the Class III for Richard E. Barnes DBA Barnes Automotive; 275 Mt. Hermon Station Rd. Expires January 1, 2016.
- O Schedule Pole hearing for Coller Cemetery/Orange Rd
 - Hearing scheduled for January 6, 2015 after the CDS grant hearing
- O Town Hall Facility rental
 - Noble presented an updated rental form for use of Town Hall
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to adopt the proposed rules and regulations for use of Town Hall
- O Tom Walker: Back hoe purchase; Chap. 90 funds
 - Walker requested buying out the current \$5,000/month lease on the backhoe using Chapter 90 funds. Time can be billed for use on Chapter 90 projects.
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to approve Tom Walker submitting Chapter 90 request for funds to purchase the excavator for approximately \$23,000.
- Topics not reasonably anticipated by the chair 48 hours in advance of the meeting
 - Green Communities contract extension until May 30, 2016
 - Extension needed because of delay in installing the pellet boiler.
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to approve the contract amendment and extend the contract to May 30, 2016.
 - Written request from the Board of Health to remove the Plumbing Inspector's fees from the Board of Health budget to the Building Commissioner or Selectboard budget
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to move the Plumbing Inspector's fees from the Board of Health budget to the Selectboard budget.
- Board and Committee Meetings/Announcements

| Date | Activity | Time | Place |
|----------|-------------------------|---------|-------------------|
| 12/17/14 | Conservation Commission | 7:30 pm | Town Hall |
| 12/19/14 | Council on Aging | 9:00 am | Town Hall |
| 12/30/14 | Library Trustees | 6:00 pm | Dickinson Library |
| 12/30/14 | Selectboard | 7:00 pm | Town Hall |

- New Openings: Zoning Study Committee; Stewardship Advisory Subcommittee. 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.
- Announcements:
 - o Holiday Office Schedule: Dec. 24 & 31 the Town Offices will close at noon. No evening hours.
- Town Administrator Updates:
 - o The scheduled power outage for upgrade went smoothly
 - o Work started on the top floor room by the Sheriff's department.
- Appointments:
 - o 12/31 Requests for Reappointments:
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Christina Baker, Casey Bergeron, Samantha Browning, Todd Czernich, Jason Edson, Mark Fortier, Jill Fortier, Camron Kennedy, Shaina Kosloski, Edward Laraway, Sarah Meattey, Joann Newton, Tom Newton,

Shelleen Patch, Tim Putnam, Michael Shedd, Carolyn Taylor, Stephanie Townsley, Tom Valle, Carolyn Warger Czernich, Tammy Wheelock and Randy Wheelock to the EMS department; term expires 12/31/15

- Police:
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Reserve officers: John Cowan, William Kimball, Igor Komerzan, Jeremy Lawler, Adam Paicos, Nathan Richards to the Police Dept.; term expires 12/31/15
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Auxiliary Officers: Leonard Crossman, Michael McDowell, Justin Moody, Todd Roche. Tom Chabot and John Ware to the Police Dept; term expires 12/31/15
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Mutual Aid: Jason Bassett, Christopher Blair, David Hastings, Robert Holst, James Laflamme, James Palmeri, Christopher Redmond and David Shoemaker to the Police Dept; term expires 12/31/15
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Matron: Vivien Venskowski to the Police Dept; term expires 12/31/15
- On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint: Rhoda Yucavitch, Louise Hoff to Council on Aging ;term expires 12/31/2017
- On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Floyd "Skip" Dunnell, Tom Newton and Mark Fortier to the Emergency Services Facility Committee; term expires 12/31/2019
- On a motion by Spanbauer, seconded by Rogers **the board VOTED unanimously to** re-appoint Susan Ross, Jessie Wiggin to the Historical Commission; term expires 12/31/2017
- On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to re-appoint Annie Chappell to the Energy Committee; term expires 12/31/2017
- Appointment request
 - On a motion by Spanbauer, seconded by Rogers the board VOTED unanimously to appoint Leslie Powers to the Open Space Committee, term expires 6/30/2015 and Conservation Commission, term expires 6/30/2016
- The Selectboard thanked Kevin Paicos for his service to the town.

| Recorded by Sandra L. Wood, S | ecretary |
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| Selectboard Clerk | Date Approved |