

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of January 13, 2009**

- I. **ROLL CALL:** Chair Libby Hambleton, Trustees Samantha Baraw, Thomas McCarney, Doug Lawson, and James Wilson. Also present were Village Manager Nanci Allard, Zoning Administrator Michele Braun, and Thomas Nesbitt (Stantec Consulting).

Chair Hambleton called the meeting to order at 7:00 p.m.

II. **PUBLIC PARTICIPATION (Scheduled)**

- a. **Michele Braun, Zoning Administrator: Village Center Designation.** Zoning Administrator Braun explained the benefits of this new state program: 1) tax credits (i.e. write-off the tax that you owe) to owners of commercial buildings in the designated area who do improvements to meet state safety codes, façade improvements, and general rehabilitation work, and 2) priority points in the municipal planning grant program, community development grant programs, and VTrans enhancements program. There was a question of whether it would be more appropriate for Northfield to apply for Village Center Designation or Downtown Designation. At this point, we should pursue Village Center Designation and possibly Downtown Designation at a later time. Motion by Trustee McCarney, seconded by Trustee Wilson, to charge the Manager and Zoning Administrator to start the process of applying for Village Designation. **Motion passed 5-0-0.**
- b. **Thomas Nesbitt, Stantec Consulting: Stimulus Package (Water Project).** Mr. Nesbitt handed out his talking points and went through them, explaining the stimulus package, rural development, and the differences. There were concerns with looking for funding for these projects, which would cost approximately \$4,500,000. Mr. Nesbitt stated that if we are to submit for these projects, they should be submitted separately. The Village of Northfield is in a prime position as it technically could apply for both options (stimulus and rural development). Motion by Trustee McCarney, seconded by Trustee Wilson, to authorize Stantec Consulting to upgrade the projects for the stimulus package for a cost not to exceed \$15,050. **Motion passed 5-0-0.**

III. **ACTION ITEMS**

- a. **Approval of Minutes**
1. **December 9, 2008 (Regular Meeting).** Motion by Trustee Wilson, seconded by Trustee Lawson, to approve the minutes. **Motion passed 5-0-0.**
- b. **Approval of Bills**
1. **Warrant #14-09.** Motion by Trustee McCarney, seconded by Trustee Lawson, to approve Warrant #14-09 in the amount of \$515,682.78. **Motion passed 5-0-0.**
2. **Validation of Warrant #13-09.** Motion by Trustee McCarney, seconded by Trustee Wilson, to validate the previous approval (by signature) of Warrant #13-09. **Motion passed 3-0-2, with Trustees Baraw and McCarney abstaining.**
3. **Validation of Warrant #13-09A.** Motion by Trustee McCarney, seconded by Trustee Wilson, to validate the previous approval (by signature) of Warrant #13-09A. **Motion passed 3-0-2, with Trustees Baraw and McCarney abstaining.**

- c. **USDA Loan Resolution Certification:** Motion by Trustee Wilson, seconded by Trustee McCarney, to approve the Warrant 14-09C. **Motion passed 5-0-0.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve the USDA Loan Resolution Certification for \$2,005,700. **Motion passed 5-0-0.** Trustee McCarney wanted to be sure that item 6 states it will be paid by taxes. Trustee McCarney wants to be clear that it will not be paid by taxes. Number 1 Water System Improvement Bond states that “this bond is issued to defray part of the cost of certain public sewer system improvements” – this is not for sewer system improvements. Motion by Trustee McCarney, seconded by Trustee Lawson, to amend the motion again to read “Pending approval from bond counsel re wording of items 6 and 7 and the wording on Bond number 1.” **Amendment passed 5-0-0. Motion as amended passed 5-0-0.**
- d. **Capital Equipment Note (2009 International Dump Truck):\$106,273 at 2.40% interest.** Motion by Trustee McCarney, seconded by Trustee Lawson, to approve and sign the note. **Motion passed 5-0-0.**
- e. **Capital Equipment Note (2008 Ford F550 One Ton Truck):\$32,226 at 2.40% interest.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve and sign the note. **Motion passed 5-0-0.**
- f. **Capital Equipment Refunding Note (Sidewalk Trackless):\$28,000 at 2.75% interest.** Motion by Trustee Wilson, seconded by Trustee Baraw, to approve and sign the note. **Motion passed 5-0-0.**
- g. **Capital Equipment Refunding Note (2005 International Dump Truck):\$15,808 at 2.40% interest.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve and sign the note. **Motion passed 5-0-0.**

IV. REPORTS

- a. **Village Manager**
 - 1. **Road Service Management Program (RSMP).** Robert Turner, a consultant for the Central Vermont Regional Planning Commission (CVRPC) has been working with Highway Foreman Pete Demasi on this program.
 - 2. **VLCT PACIF Property Insurance.** Manager Allard met with the insurance agent who was reassessing all the properties. Rates will go up a little bit because of the new police station. Annual safety training is required for all employees and this will be scheduled.
- b. **Committee Reports:** None.
- c. **Miscellaneous**
 - 1. **Informational Meeting (The Veterans’ Place): January 19, 2009.** This meeting will take place in the Brown Public Library’s Community Room at 7:00 p.m. All interested Northfield residents are strongly urged to attend.

V. PUBLIC PARTICIPATION (Unscheduled): None.

- VI. **ADJOURNMENT:** Motion by Trustee Wilson, seconded by Trustee McCarney, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:54 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.