

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of March 10, 2009**

- I. **ROLL CALL:** Chair Libby Hambleton, Trustees Samantha Baraw, Doug Lawson, Thomas McCarney (absent), and James Wilson. Also present was Village Manager Nanci Allard.

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

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **February 24, 2009 (Regular Meeting).** Motion by Trustee Wilson, seconded by Trustee Lawson, to approve the minutes. **Motion passed 3-0-1, with Trustee Baraw abstaining.**

b. **Approval of Bills**

1. **Warrant #18-09.** Motion by Trustee Wilson, seconded by Trustee Lawson, to approve Warrant #18-09 in the amount of \$860,892.09. **Motion passed 4-0-0.**

- c. **Northfield Electric Department (NED) Identity Theft Prevention Program (“Red Flags” Rule).** Motion by Trustee Wilson, seconded by Trustee Lawson, to accept and sign the NED Identity Theft Prevention Program as submitted. **Motion passed 4-0-0.**

- d. **Executive Summary: Annual Village Bridge Inspection Reports:** Motion by Trustee Wilson, seconded by Trustee Lawson, to sign the form that acknowledges receipt of these bridge inspection reports. . **Motion passed 4-0-0.**

IV. **REPORTS**

a. **Village Manager**

1. **Village Budget Process.** A tentative budget meeting schedule was distributed to the Board.
2. **Northfield Municipal Building.** As part of a class project, some Norwich University Architectural Design students have been reviewing the current interior design of the Municipal Building. They have provided some floor plans of possible alternatives that might employ this space more efficiently.
3. **Road Service Management Program (RSMP).** Manager Allard stated that Highway Foreman Peter G. Demasi and Highway employee Chris Alger have been working with CVRPC consultant Robert Turner on this. She expected a draft report to the Board by the time of its first meeting in April (04/14/09).

b. **Committee Reports.** None.

c. **Miscellaneous**

1. **Bell Donation.** Chair Hambleton spoke to Edna Kain about the bell. She explained to Ms. Kain that the Village does not have a place to site the bell right now but we are looking at options.

- V. **PUBLIC PARTICIPATION (Unscheduled):** None.

- VI. **ADJOURNMENT** Motion by Trustee Wilson, seconded by Trustee Lawson, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 7:27 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

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