

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
Minutes of March 8, 2010**

- I. ROLL CALL.** Selectmen Melvin Adams, Kenneth Goslant, Kenneth Johnson, Charles Morse, and Gregory Sanders. Also present were Town Manager Nanci Allard, Superintendent of Public Works William Lyon, Acting Clerk Kenneth McCann, Warren Hagy, and Kathleen Lott (*Northfield News*).

Manager Allard called to order at 7:00 p.m.

II. ORGANIZATIONAL MEETING OF THE BOARD

- a. **Election of Chair.** Motion by Selectman Johnson, seconded by Selectman Morse, to appoint Gregory Sanders as Chair. **Motion passed 5-0-0.**
- b. **Election of Vice-Chair.** Motion by Selectman Johnson, seconded by Selectman Morse, to appoint Melvin Adams as Vice-Chair. Motion by Selectman Adams to appoint Charles Morse as Vice-Chair. **Motion died for lack of second. Motion to appoint Melvin Adams as Vice-Chair passed 5-0-0.**
- c. **Committee Appointments.** The committee appointments were as follows. Conflict of Interest: Selectman Sanders; Highway Standards: Selectmen Goslant and Johnson; Inter-Local Agreement: Selectmen Goslant and Morse; Joint Management: Selectmen Adams and Sanders; Labor Agreement and Bargaining: Selectman Morse; and Recycling: Selectmen Adams and Morse.
- d. **Regular Meeting Schedule.** The Selectmen will continue to hold their regular meetings at 7:00 p.m. on the 2nd and 4th Mondays of each month in the Community Room located in the Brown Public Library.
- e. **Official Newspapers.** The official newspapers for the Town of Northfield will remain the *Northfield News*, the *Times Argus*, and the *Washington World*.

III. PUBLIC PARTICIPATION: None.

IV. APPROVAL OF MINUTES

- a. **February 22, 2010 (Regular Meeting).** Motion by Selectman Morse, seconded by Selectman Goslant, to approve the minutes. **Motion passed 5-0-0.**
- b. **March 2, 2010 (Special Meeting).** Motion by Selectman Morse, seconded by Selectman Goslant, to approve the minutes. It was noted that a second person from CVCLT was present at the meeting; the minutes amended accordingly. **Motion to approve amended minutes passed 5-0-0.**

V. APPROVAL OF BILLS

- a. **Warrant #18-10.** Motion by Selectman Morse, seconded by Selectman Johnson, to approve Warrant #18-10 in the amount of \$63,768.31. **Motion passed 5-0-0.**

VI. MANAGER'S REPORT

- a. **Status Reports: Various Projects**
 1. **Northfield Recycling Subcommittee.** Manager Allard stated that this subcommittee will meet this Wednesday (03/10/10) at 6:00 p.m. in the Municipal Building.
 2. **Utility Tax on Utility Lines outside Northfield Village.** Manager Allard stated that this matter will be on the agenda of the next Joint Board Meeting with the Village Trustees (03/22/10).
 3. **Job Descriptions.** Manager Allard stated that the job descriptions of the municipal employees are being updated in anticipation of the annual job performance evaluations.
 4. **Succession Meetings.** Manager Allard reported that these weekly meetings (preparing for Superintendent of Public Works William Lyon's retirement and the subsequent elimination of his position) are coming along well. Trustees Chair Samantha Baraw now is attending these meetings as her Board's liaison.

5. **Municipal Building Energy Audit.** Manager Allard noted that at their last meeting (02/23/10), the Village Trustees authorized a contract with The McKernon Group for an energy audit and structural survey of the Municipal Building. Selectman Adams would like a similar energy audit of the building that houses the Northfield Historical Society and the Brown Public Library.
6. **Ancient Roads.** Manager Allard said that Rob Townsend (American Consulting Engineers & Surveyors) was completing the mapping of the discovered Ancient Roads for the Board's review.

VII. LIQUOR CONTROL COMMISSION

a. Liquor License Renewals

1. **Depot Square Pizzeria.** Motion by Selectman Johnson, seconded by Selectman Adams, to approve the liquor license renewal. **Motion passed 5-0-0.**
2. **Pub at Fiddler's Green.** Motion by Selectman Johnson, seconded by Selectman Adams, to approve the liquor license renewal. **Motion passed 5-0-0.**
3. **Rustic Restaurant.** The application was found to be incomplete; approval was tabled until the next meeting (03/22/10), by which time the applicant will have completed the document.

VIII. SELECTBOARD

- a. **Executive Summary: Northfield Aggregate and Pavement Specifications Proposal.** Superintendent Lyon stated that he was seeking the Board's approval for an engineering study to "develop specifications for gravel, crushed stone, and pavement used on Town and Village highways as well as testing parameters and schedules." This sort of testing has been done before on a periodic basis but, as Superintendent Lyon explained, given the significant amount of money to be spent on such material under the new Road Surface Management System (RSMS) program, it would be preferable to do this in a more professional and systematic manner. Stantec Consulting Engineers has agreed to provide this service for \$1000. Selectman Morse stated that, according to the current purchasing policy, Management has the right to make this agreement without Board authorization. Manager Allard stated that it had been her intention to keep the Board informed of this.
- b. **Road Posting.** Superintendent Lyon reported that the backroads were being posted in anticipation of Mud Season (in compliance with state laws). He distributed copies of the Vermont Agency of Transportation's notification letter. Selectman Adams asked if heavy vehicles would be allowed to use the backroads early in the morning (when the ground is frozen). Superintendent Lyon said that he has always tried to work with loggers, haulers, etc. so they can do their jobs (without damaging the roads).
- c. **Public Hearing (Flood Hazard Area Regulations) & Joint Board Meeting: March 22, 2010.** The Public Hearing will begin at 7:00 p.m. and the Joint Board Meeting will begin upon its conclusion. Zoning Administrator Michele Braun will be present to explain the proposed zoning regulation changes under discussion.
- d. **Status Reports: Various Projects**
 1. **Northfield Recycling Subcommittee.** Selectman Morse said that the rest of the Board will be informed the next day if the subcommittee decides to recommend that Northfield withdraw from the Central Vermont Solid Waste Management District (CVSWMD). If the Board approves this recommendation, a Special Town Meeting will have to be warned in order to obtain voter approval. Selectman Adams suggested that if this was the scenario, the Special Meeting should be held in mid-April as this would allow time for Northfield to explore joining another, similar organization prior to the next fiscal year (07/01/10).

IX. PUBLIC PARTICIPATION: Non-agenda items. None.

X. ADJOURNMENT. Motion by Selectman Morse, seconded by Selectman Goslant, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 7:35 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

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