

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
Minutes of August 9, 2010**

- I. ROLL CALL:** Chair Gregory Sanders, Selectmen Melvin Adams, Kenneth Goslant, Kenneth Johnson (absent), and Charles Morse. Also present were Town Manager Nanci Allard, Acting Clerk Samantha Baraw, Zoning Administrator Michele Braun, Doug Lawson (Village Trustee), Libby Hambleton (Village Trustee), Art Supplee (Board of Listers), Michael Charron (Vermont Center for Independent Living), Maureen Mayo (VCIL resident), Alaina Clements (VCIL resident), and Kathleen Lott (*Northfield News*)

Warned to immediately precede the Selectboard's regular meeting was a Public Hearing for the purpose of providing written or oral views on a proposed Town of Northfield FY 2011 Transportation Enhancement Program grant application to the Vermont Agency of Transportation. The proposed project in the grant application is a comprehensive rehabilitation of the Northfield Village Common area public infrastructure.

Chair Sanders called the Public Hearing to order at 7:00 p.m. He then opened the floor to any member of the public who wished to comment upon the proposed grant application.

Michael Charron of the Vermont Center for Independent Living (VCIL) spoke first, stating that he would like to work with the Town to ensure that the proposed sidewalk upgrades be done in compliance with ADA compliance. Mr. Charron suggested that the Selectboard appoint an ADA Coordinator to ensure that this is done with compliance. He would be interested in being on a committee to work with an ADA Compliance Board to ensure that sidewalks and downtown areas be ADA compliant for those with disabilities. Selectman Morse asked what was the worst place. Mr. Charron commented that, without question, it is the Common. The curb is non-existent and is quite dangerous. He states that the businesses aren't accessible either. Zoning Administrator Michele Braun stated that since Northfield now has Village Center Designation, there are business tax credits available to make businesses ADA-complaint. Selectman Adams stated that this is an application and we may not be selected but would like to encourage Ms. Braun to work with businesses to try and make these areas accessible.

Ms. Braun then reviewed the memo that was included in the packets. The grant application is an 80-20 split, and the requested amount is \$250,000. The north side of the Common is a higher priority for the federal funding. If we are successful in getting the earmark, the moneys should be enough to do both the north and south sides. There are two (2) applications that are pending. One is listed as an earmark; the second is a transportation enhancement grant. We have a comprehensive plan for the Village Common. There is a new rule in place that when money is granted for planning, the money must be returned if the project isn't built. Because we have a plan already in place, it is suspected that the State would like to see our project built, as they have already invested money into the planning. It is anticipated that if we get the earmark, we would not need the Transportation Enhancement (TE) grant. We would not want both, as we would need to pay 20% for both and that would be more than we need.

Selectman Goslant asked if the handicap spots on the Common could be made more accessible now. Because this is in the Village, the Trustees would be responsible for this. Mr. Sharon will bring this information to the Trustees at a future meeting.

There being no other questions or comments, Chair Sanders closed the Public Hearing at 7:31 p.m. The regular Selectboard meeting began immediately.

II. PUBLIC PARTICIPATION: None.

III. APPROVAL OF MINUTES

- a. **July 12, 2010 (Regular Meeting)** Motion by Selectman Morse, seconded by Selectman Adams, to approve the minutes. **Motion passed 4-0-0.**

IV. APPROVAL OF BILLS

- a. **Warrant #04-11.** Motion by Selectman Morse, seconded by Selectman Adams, to approve Warrant #04-11 in the amount of \$99,660.28. **Motion passed 4-0-0.**
- b. **Validation of Warrant #03-11.** Motion by Selectman Morse, seconded by Selectman Adams, to validate the approval by signature of Warrant #03-11. **Motion passed 4-0-0.**

V. SELECTBOARD

- a. **Executive Summary: AOT-Requested Repairs to Northfield Bridge 45, Town Highway 25 (West Hill Road).** Motion by Selectman Morse, seconded by Selectman Adams, to sign the acknowledge form and authorize the repairs to the bridge through a contractor. Kathleen Lott wanted to know what we need to do to fix the bridge. The Board does not know at this time; Management will come back to the Selectboard with a recommendation. This does not mean the bridge is unsafe for people to travel. The bridge is still safe but is showing that it needs attention. If the bridge was unsafe, the State would shut down it immediately. **Motion passed 4-0-0.**
- b. **2010 Grand List Errors & Omissions.** Motion by Selectman Morse, seconded by Selectman Adams, to approve the correction to the Grand List and authorize Chair Sanders to sign the form. **Motion passed 4-0-0.**
- c. **Tax Mapping.** Board of Listers Chair Arlington Supplee has reviewed the tax maps. There are several surveys that are on file but there are many that are not on file. Mr. Supplee has asked that if anyone that has a survey, please bring it in and register it. Mr. Supplee also stated that it is anticipated that Northfield soon will fall below the 80% CLA. This could mean that Northfield may need to do another town-wide reappraisal. Mr. Supplee stated that they have reviewed properties that are straddling the line between the Village and the Town. They have reviewed to see show actual assessments for those to correctly identify them.
- d. **Open Meeting Law Complaint.** A letter acknowledging receipt of the letter will be sent.
- e. **Appointment of ADA Coordinator** Motion by Selectman Morse, seconded by Selectman Goslant, to appoint Manager Nanci Allard as the ADA Coordinator for the Town of Northfield. **Motion passed 4-0-0.**
- f. **VLCT Annual Business Meeting- Voting Delegate Designation.** Motion by Selectman Adams, seconded by Selectman Morse, to appoint Manager Allard as the voting delegate for the Town of Northfield. **Motion passed 4-0-0.**

- g. 2011 DRAFT FAIR Policy.** Manager Allard was appointed to VLCT's Finance, Administration, and Intergovernmental Relations (FAIR) Committee. This group now is reviewing Act 60. FAIR would like to see school spending kept under control and ensure that the funds gathered through Act 60 be used for their intended purposes.
- h. Budget Workshop.** Manager Allard believes a budget workshop could be held in October before the Selectmen begins its review of the budget for the next fiscal year (2011/2012).
- i. Status Reports: Various Projects.** The Selectmen had nothing to add.

VI. MANAGER'S REPORT

- a. Status Reports: Various Projects**
 - 1. Town Audit.** Manager Allard reported that the auditors will be coming to Northfield by the end of the month to go over the financial statements for the last fiscal year (2009/2010).
 - 2. Employee Compensation Study RFP.** Manager Allard stated that several proposals have been received and are now under review.

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

VIII. EXECUTIVE SESSION. Motion by Selectman Adams, seconded by Selectman Goslant, to go into executive session, in accordance with 1 V.S.A. § 313(a), in order to discuss personnel matters (Town Union Contract and Police Chief Search update) with Manager Allard present. **Motion passed 4-0-0.**

The Board went into executive session at 8:17 p.m.

Motion by Selectman Morse, seconded by Selectman Goslant, to come out of executive session. **Motion passed 4-0-0.**

The Board came out of executive session at 8:55 p.m. No action was taken.

IX. ADJOURNMENT. Motion by Selectman Morse, seconded by Selectman Adams, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 8:56 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Acting Clerk

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