

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of September 27, 2010**

- I. ROLL CALL.** Chair Gregory Sanders, Selectmen Melvin Adams, Kenneth Goslant, Kenneth Johnson, and Charles Morse. Also present were Town Manager Nanci Allard, Acting Clerk Kenneth McCann, Brad Denny, Libby Hambleton (Village Trustee), Larry Porter (Village Trustee), and Kathleen Lott (*Northfield News*).

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

**II. PUBLIC PARTICIPATION**

- a. Brad Denny: Request to Upgrade Fairway Drive to Class 3 Road.** Mr. Denny had provided the Board beforehand with documentation regarding his request that Fairway Drive (off Berlin Pond Road) be upgraded from a Class 4 Road to a Class 3 Road. This documentation included a copy of the surveying plan of the road "as built," a draft warranty deed that would turn the land over to the Town of Northfield, a letter of support from residents and property owners in the area, etc. He also provided the Board with a brief history of the area. Selectman Morse stated that the documentation submitted with the request was quite comprehensive; what needed to be done next was to schedule a site visit. Motion by Selectman Morse, seconded by Selectman Adams, to authorize that a site visit of Fairway Drive be scheduled and advertised in an appropriate manner. The exact date and time of the site visit will be determined once the legal requirements are ascertained. **Motion passed 5-0-0.**

**III. APPROVAL OF MINUTES**

- a. September 13, 2010 (Regular Meeting).** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the minutes. **Motion passed 5-0-0.**

**IV. APPROVAL OF BILLS**

- a. Warrant #07-11.** Motion by Selectman Johnson, seconded by Selectman Morse, to approve Warrant #07-11 in the amount of \$159,434.51. **Motion passed 5-0-0.**

**V. SELECTBOARD**

- a. Appointment of First Constable.** This position has been vacant since former Police Chief Jeffrey Shaw resigned last June. However, newly hired Police Sergeant Charles Satterfield has expressed his interest. Motion by Selectman Adams, seconded by Selectman Morse, to appoint Charles Satterfield as First Constable for the Town of Northfield. **Motion passed 5-0-0.**
- b. Tentative 2011/2012 Town Budget Schedule.** The Board has been provided with a draft schedule of the upcoming budget process. Manager Allard would like the Board members to be present when the various Department Heads first present their own budget requests. These initial meetings may take place during the daytime. The normal budget meetings will be held in the evenings and have been tentatively scheduled to begin the week of November 15, 2010. Selectman Johnson requested that the Board members receive copies of updated budget pages should any line item amounts be changed during the process.

- c. 2010 Air Force Fun Run.** A request from an Norwich University cadet was received late Friday afternoon asking for permission to use Town and Village roads for five (5) and ten (10) kilometer races to be held from 8:00 a.m. to 11:00 a.m. on Saturday, October 9, 2010. Although no roads would be closed for the duration, there will be temporary traffic delays (10 to 15 minutes) as the runners go by. There also is a request for assistance from Northfield law enforcement to help with traffic control at the intersection of Vermont Routes 12 and 64. Selectman Adams noted that this was not an unusual request, as organizations often ask for similar permission and assistance in order to hold footraces, bicycle races, motorcycle rallies, etc. Manager Allard has spoken to Police Chief Chris Outten and he has no objections to providing the requested traffic control. She added that even though the Village Trustees have cancelled their meeting tomorrow night, those she has contacted also are supportive. Motion by Selectman Morse, seconded by Selectman Goslant, to approve the request to hold the 2010 Air Force Fun Run on Northfield streets as well as provide the requested traffic control assistance. **Motion passed 5-0-0.**
- d. Status Reports: Various Projects**
- 1. Contacted Snow Plowing.** Selectman Johnson noted that a Highway Subcommittee meeting will be held tomorrow morning and contracted snow plowing of certain backroads would be one of the topics discussed. Based upon his observations from last winter, he believed that it was a successful program; the residents in the affected areas seemed to be pleased with the way the roads were handled, there was less wear and tear on the machinery (and operators), reduced overtime expenses, etc. Selectman Morse would like better tracking of the expenses for this program in order to determine whether or not it is economically advantageous. Among other things, he would like the amount of snowfall from last winter calculated to see how much was paid for these contacted services per inch of snow. Selectman Adams noted that Vermont winters vary so much that you cannot make solid judgments based upon the experience of just one winter. He felt that a three (3) year trial period would yield much more accurate data for analysis. Selectman Johnson agreed that a multi-year test period would be helpful. In any case, these concerns will be discussed at tomorrow's meeting and the rest of the Board will be provided with recommendations at the next regular meeting (10/11/10).
  - 2. Tree Removal/Thinning at Memorial Park.** Selectman Johnson noted that the most recent Recreation Committee minutes (09/13/10) included a discussion of removing and/or thinning trees at Memorial Park. Manager Allard stated that this would involve the area around the playground and pool. Selectman Goslant added that some trees need to be removed as safety hazards while the removal of others would clear out additional space for recreational usage. Manager Allard has informed the Recreation Committee that they need to consult with Tree Warden Russ Barrett before advancing their plans. Chair Sanders also would like the Board made aware of any proposals before any action is taken.

3. **Household Hazardous Waste Collection.** Chair Sanders noted that the Mad River Resource Management Alliance (MRRMA) and Moretown Landfill, Inc. would be holding a "Pesticide and Other Household Hazardous Waste Collection Day & Mercury Thermometer Swap & Paint Drop & Swap" at the Harwood Union High School (Duxbury) on Saturday, October 2, 2010 from 9:00 a.m. to 2:00 p.m. If there are any questions, please contact MRRMA Administrator John Malter at 244-7373.
4. **Vermont Local Roads News.** Chair Sanders stated that the most recent edition of the newsletter for Vermont Local Roads program (September 2010) has a nice article about the Northfield Public Works Department. Manager Allard added that focusing on one community's public works department is a new feature for the newsletter and they started with Northfield Public Works.

**VI. MANAGER'S REPORT**

**a. Status Reports: Various Projects.**

1. **Town Mechanic Position.** Manager Allard noted that five (5) applications have been received for this vacant position. Interviews will begin by the end of the week.
2. **Central Street Culvert Replacement Project.** Manager Allard reported that the granite curbing for the sidewalks was set today. With this, the project is nearly complete.

**VII. PUBLIC PARTICIPATION: Non-agenda items.** There was none.

**VIII. ADJOURNMENT.** Motion by Selectman Adams, seconded by Selectman Morse, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 7:50 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

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