

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of February 23, 2010**

- I. ROLL CALL.** Chair Samantha Baraw, Trustees Colin Bright, Libby Hambleton, Doug Lawson (absent), and Thomas McCarney. Also present were Village Manager Nanci Allard, James Lott, and Kathleen Lott (*Northfield News*).

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

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

III. ACTION ITEMS

a. Approval of Minutes

- 1. February 9, 2010 (Regular Meeting).** Motion by Trustee Hambleton, seconded by Trustee Bright, to approve the minutes. **Motion passed 4-0-0.**

b. Approval of Bills

- 1. Warrant #17-10.** Motion by Trustee Hambleton, seconded by Trustee McCarney, to approve Warrant #17-10 in the amount of \$27,873.94. **Motion passed 4-0-0.**

- c. Proposal and Contract for Professional Design Services (Village Facilities Feasibility Study).** The Trustees reviewed the proposal from The McKernon Group for a feasibility study of "potential reuse of the Municipal Building..." The Trustees agreed to fund the "Structural Conditions Survey" and the "Energy Audit/Suggested Improvements" parts of the proposal. Motion by Trustee McCarney, seconded by Trustee Hambleton, to approve and authorize Manager Allard to sign the Proposal and Contract for Professional Design Services with The McKernon Group, Inc. for an estimated amount of \$4900. **Motion passed 3-0-1, with Trustee Bright abstaining.**

- d. Bond Anticipation Note Renewal (Water System Upgrade-West Phase): \$554,790.29 at 1.70% interest.** Motion by Trustee McCarney, seconded by Trustee Hambleton, to approve and sign the Bond Anticipation Note, the Bond Anticipation Resolution, the No-Arbitrage and Use of Proceeds Certificate, and the Commercial Loan Closing Sheet. **Motion passed 4-0-0.**

IV. REPORTS

a. Village Manager

- 1. Central Street Culvert.** There was a discussion of design-build as opposed to engineering as well as the public bid process.
- 2. Electric Rate Case.** Manager Allard alerted the Board that we may be looking at another rate case. Manager Allard was requested to look at areas to reduce operating costs.
- 3. Water Loss.** Manager Allard informed the Board that a proposal is being developed to track and correct water losses.
- 4. Property Tax on Utility Lines outside Northfield Village.** Manager Allard has spoken with attorney Charles Merriman and he has submitted a written report regarding the taxation by the Town of Northfield on water and sewer lines located outside of Northfield Village boundaries.

b. Miscellaneous

- 1. DRAFT FY 2010/2011 Village Budget Schedule.** The Board was distributed a tentative schedule of Village Budget Meetings, etc. The Board would like Acting Clerk Kenneth McCann to take minutes at the budget meetings.
- 2. Public Hearing (Flood Hazard Area Regulations) & Joint Board Meeting: March 22, 2010.** Manager Allard stated that, in addition to the zoning issues addressed at the Public Meeting, the drainage problems in Northfield Center will be discussed.
- 3. Village Bell.** Trustee Hambleton stated that she is still working on obtaining the bell from Edna Kain and Cecelia Barnes.
- 4. Harper Easement.** Trustee McCarney would like an update of the status of the easement.
- 5. King Street Drainage.** Trustee McCarney would like to revisit this issue, i.e. Turkey Hill runoff going across a King Street resident's yard.

V. PUBLIC PARTICIPATION (Unscheduled). None.

VI. EXECUTIVE SESSION. Motion by Trustee McCarney, seconded by Trustee Hambleton, to go into executive session (with Manager Allard present) in order to discuss a personnel matter. **Motion passed 4-0-0.**

The Board went into executive session at 7:45 p.m.

Motion by Trustee Bright, seconded by Trustee McCarney, to come out of executive session. **Motion passed 4-0-0**

The Board came out of executive session at 8:15 p.m.

Motion by Trustee Bright, seconded by Trustee McCarney, to appoint Chair Baraw to participate in the Succession Planning meetings. **Motion passed 4-0-0.**

VII. ADJOURNMENT. Without objection, the Board adjourned at 8:16 p.m.

Respectfully submitted,

Nanci Allard

Nanci Allard, Acting Clerk

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