

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of July 13, 2010**

- I. ROLL CALL.** Chair Doug Lawson, Trustees Samantha Baraw, Colin Bright (absent), Libby Hambleton, and Larry Porter. Also present were Village Manager Nanci Allard, Acting Clerk Kenneth McCann, and Kathleen Lott (*Northfield News*).

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

II. PUBLIC PARTICIPATION (Scheduled)

- a. Scott Benoir, Scotty B's Trucking: Business Sign Request.** Mr. Benoir had requested to be put on the agenda but was not present tonight.

III. ACTION ITEMS

a. Approval of Minutes

- 1. June 29, 2010 (Regular Meeting).** Motion by Trustee Hambleton, seconded by Trustee Baraw, to approve the minutes. Chair Lawson had a minor correction. **Motion to approve amended minutes passed 4-0-0.**
- 2. July 6, 2010 (Joint Board Meeting).** Motion by Trustee Baraw, seconded by Trustee Hambleton, to approve the minutes. Chair Lawson had a couple of corrections, i.e. replace "Board of Tax Abatement" with "Board of Civil Authority." **Motion passed 4-0-0.**

b. Approval of Bills

- 1. Warrant #02-11.** Motion by Trustee Baraw, seconded by Trustee Hambleton, to approve Warrant #02-11 in the amount of \$365,151.79. Trustee Hambleton was pleased to see the \$11,000 credit for VPPSA Project 10. **Motion passed 4-0-0.**

- c. Schematic Budget Plan/Budget for New Municipal Building (The McKernon Group, Inc.).** Manager Allard stated that this was a proposal from The McKernon Group to provide engineering plans and cost estimates for the construction of a new municipal building. The cost of the study would be \$4800. She added that the information generated would better enable the Board to make an intelligent decision regarding whether to sell or rehabilitate the current municipal building. Chair Lawson stated that even though Trustee Bright was absent tonight, he had emailed Chair Lawson to state his support for authorizing this proposal. Motion by Trustee Hambleton, seconded by Trustee Porter, to authorize the expenditure of \$4800 to The McKernon Group for a Schematic Budget Plan/Budget (New Building). Trustee Porter asked if it were likely that a new structure would be built. Manager Allard thought not but felt that it was best to know all the options. The study might show that it would be more cost effective to sell the building, putting it on the tax rolls, and construct a new structure on the municipal property located by the Police Station and Fire Station. Provided that the basement is usable for storage purposes, etc., the floor plan of the current building is adequate. Trustee Porter asked if the basement was located in a flood plain. Manager Allard did not believe so but will confirm this. She added that if the basement space is not usable, then a new building would be needed. Trustee Baraw favors spending the money on the proposal in order to get solid information on the various options. **Motion passed 4-0-0.**

- d. East Street Property (former police station).** Chair Lawson stated that it would be best to postpone discussion of this matter until Trustee Bright could be present. As the Board already had voted to cancel their next regular meeting (07/27/10), this matter will be on the agenda of their regular meeting of August 10, 2010.

- e. South Main Street Paving.** Discussion of the matter also was postponed until the August 10, 2010 meeting.

IV. REPORTS

a. Village Manager

- 1. Wastewater System Evaluation Proposal.** Manager Allard stated that she is still waiting for the proposal, which would include extending sewer lines southward along Vermont Routes 12 and 12A. The Inter-Local Agreement Committee would need to meet to discuss this proposal, as there is some contention over whether or not residents should be required to hook onto municipal sewer when the new lines reach their properties.
- 2. Water Project (South Phase).** Manager Allard stated that the grant application to USDA Rural Development had been submitted. This could provide up to forty-five percent (45%) funding for the third (and final) phase of the Water Project.

b. Miscellaneous

- 1. 17th Annual Northfield Safety Day: July 24, 2010.** There would be free food, exhibitions, demonstrations, and activities at this annual event to be held at the Northfield Fire Station (128 Wall Street) from 9:00 a.m. to 2:00 p.m.

V. PUBLIC PARTICIPATION (Unscheduled). None.

VI. EXECUTIVE SESSION. Motion by Trustee Baraw, seconded by Trustee Hambleton, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss a personnel issue with Manager Allard present. **Motion passed 4-0-0.**

The Board went into executive session at 7:24 p.m.

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

The Board came out of executive session at 8:20 p.m. No action was taken.

VII. ADJOURNMENT Motion by Trustee Baraw, seconded by Trustee Porter, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 8:21 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

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