

**TOWN/VILLAGE OF NORTHFIELD
JOINT BOARD MEETING
BOARD OF TOWN SELECTMEN
BOARD OF VILLAGE TRUSTEES
Minutes of June 24, 2013**

- I. ROLL CALL.** Select Board Chair John Quinn III, Selectmen Chris Bradley, Brad Denny, Matthew Gadbois, and Kenneth W. Goslant. Trustee Chair Dennis Donahue, Trustees Kevin T. Beal, Stephen Fitzhugh, K. David Maxwell (absent), and James R. Wilson. Also present were Town Manager Robert Lewis, Village Manager Jay Marcotte, Acting Clerk Kenneth McCann, Peter G. DeMasi (Highway Superintendent/Fire Chief), Art Supplee (Chair, Board of Listers), Doug Reed (Utility Office Manager), James Baraw (Supervisor, Northfield Ambulance Service), Robin Gidney (Municipal Leasing Consultants), Paul Giuliani (McKee, Giuliani, and Cleveland), Tawnya Kristen (Green Mountain Transit Agency), Maddy Huppers (Green Mountain Transit Agency), Mark Podgwaite (Northfield Ambulance Service), Lisa Clark (Northfield Ambulance Service), Thomas McCarney, Nanci Allard, Steven Clough, Paul Ciampaglia, Eva Ciampaglia, Peter J. DeMasi (Assistant Fire Chief), Brain Elwell (Northfield Fire Department), Ryan Godfrey (Northfield Fire Department), Ray Hudson (Northfield Fire Department), Titus Soble (Northfield Fire Department), Chris Wade (Northfield Fire Department), Tim Davis, Jr. (Northfield Fire Department), Karl Bailey (Northfield Fire Department), Ben Albury (Northfield Fire Department), and Kathleen Lott (*Northfield News*).

The meeting was called to order at 7:00 p.m.

- II. PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.

- III. SET/ADJUST AGENDA.** There were no changes to the posted agenda.

IV. PUBLIC PARTICIPATION:

- a. Robin Gidney, Municipal Leasing Consultants (MLC): Streetlight Replacement Project Financing Options.** Ms. Gidney was present to provide the Boards with various options to finance the wholesale replacement of the current streetlights with more energy-efficient LED fixtures. Her company is located in Grand Isle, Vermont, and specializes in helping municipalities obtain financing for large projects, equipment purchases, etc. Ms. Gidney then discussed the benefits of "Lease-Purchase Financing," which (according to the handout she distributed) allows equity to build with each payment; sets a definite payment term between two (2) and twenty (20) years; provides for ownership at the end of the payment term at little or no additional cost; and helps obtain lower interest rates. This financing option is available to any state or local government and allows for less painful acquisition of equipment/upgrades during periods of revenue shortfalls. This process also eliminates the need to obtain bond authorization; the leasing would not be considered a debt but instead treated as a budget line item. Also, the lease term would be tied to the useful life of the equipment obtained and would cost less to administer than a bond. MLC would assist Northfield with obtaining this Lease-Purchase Financing in the most economical manner available through a bid/quote process. Village Manager Marcotte stated that MLC recently helped Colchester, Vermont, finance a similar streetlight replacement project. There would need to be some determination first on whether the Town or Village owned specific streetlights. He added that installing the LED light fixture would provide the Village with a windfall of about \$25,000 after three (3) years. In addition, there may be a ten percent (10%) credit available from Efficiency Vermont. Attorney Paul Giuliani is present to answer any legal questions regarding lease-purchase as compared to bonding. Trustee Fitzhugh asked how Colchester financed its project. Ms. Gidney stated that the \$500,000 project was financed over five (5) years. At the end of this period, Colchester owned all the new lighting fixtures. Trustee Fitzhugh noted that the Highway Department would realize significant budget savings as the streetlight expenses, including maintenance, comes out of its budget even though the fixtures themselves are owned by the Northfield Electric Department (NED). Mr. Giuliani stated that these kinds of lease-purchase financing arrangements have been used more often by Vermont municipalities since the state legislature passed a 2007 law that established regulations for them. The key to the new legislation was a "non-appropriation clause" that allowed the municipality to back out of any lease-purchase agreement at any time and for any reason. The equipment would then be returned to the provider. Although there is a provision that would preclude the abrogating municipality from obtaining similar equipment through a new lease-purchase agreement, Mr. Giuliani felt that this clause probably was unenforceable. He added that since the possible financing agreement now under discussion might impact the NED rate tariff, it is possible that the Public Service Board (PSB) might have to consent to the lease-purchase agreement beforehand. This should be investigated before any commitments are made. Mr. Giuliani stated that since the 2007 legislation created circumstances very favorable to municipalities, his own experience with similar lease-purchase agreements has been quite positive.

Selectman Denny asked if the cost savings generated by reduced energy usage and maintenance expenses would pay for the purchase and installation of the new LED fixtures. Ms. Gidney confirmed that the project should pay for itself over time. Manager Marcotte stated that this would be a \$150,000 project. Currently, the Highway Department budgets about \$50,000 each year for streetlight power purchases and maintenance costs. Selectman Denny stated that this sounded like a very good proposal. Given the long-term lifespan of the streetlights, this will become a Town concern after the effective date of Town/Village Merger (07/01/14). Selectman Bradley asked if it were possible to get a list of the streetlights to be replaced and the actual cost to do so. Manager Marcotte said that Utility Office Manager Doug Reed already has this list. As regards to costs, he has been discussing this with Green Mountain Power (GMP) and Efficiency Vermont. The estimated cost of this project a couple years ago was \$330,000 but the cost of LED lighting fixtures has dropped dramatically in the interim (especially when purchased in bulk). GMP would be able to retrofit the existing light fixtures and install the LED lights within a couple weeks. Chair Quinn thanked Ms. Gidney and Mr. Giuliani for being present tonight and providing this valuable information.

- b. Arlington Supplee, Board of Listers: Impact of Utility Taxation Court Decision.** Mr. Supplee noted that when the Superior Court issued its decision (dated 01/25/13) that the Village waterlines and NED substation were exempt from Town property taxes, it also ruled that the land on which the substation is situated is subject to taxation. In fact, the court stated that the Town could increase its assessment of this property's valuation by seventy-five percent (75%) because of "site improvements." In addition, there are three (3) other Village parcels subject to assessment increase. Although the Listers still are determining how much the Town will reimburse the Village for the improper taxation, the Grand List that will be filed next week will incorporate the assessment increases for these four (4) Village properties. When Town/Village Merger goes into effect, the assessed values of these properties will be \$0. This will reduce the Grand List by \$1,404,380, which is half a percent (0.5%) of the current Grand List amount. Selectman Gadbois asked if the utility ratepayers would reap any benefits from the tax refund. Manager Marcotte stated that it would be used to offset any future taxes paid from the Village to the Town. Trustee Fitzhugh added that consideration of any rate changes would have to wait until after merger to see what impact that might have on utility costs.
- c. Lawrence M. Drown: Environmental Court Legal Case.** Mr. Drown was not present.
- d. Nanci Allard: Village Spending, Town/Village Merger.** Ms. Allard first asked if the Boards have made any response to the three (3) Northfield taxpayers (Sarah Nevin, Jerry Carruba, and Paulette Gagné) who attended the last Joint Board Meeting (05/28/13) and asked that the Boards set up an open forum within thirty (30) to sixty (60) days in order to discuss how to reduce the tax burden in Northfield. Manager Lewis stated that their concerns were discussed at that meeting. He also is collecting the information regarding local demographics, etc. that they requested. Chair Quinn added that he is willing to reach out to them to determine if they want anything additional at this time. Selectman Bradley said that there also was an invitation to attend the following night's Economic Development Committee Meeting. In addition, Ms. Nevin, Mr. Carruba, and Ms. Gagné were informed that budget meetings are open to the public and these are the best opportunities to present suggestions on how to reduce expenses, etc. Ms. Allard then asked about merger expenses and why the Village alone is paying for related extra legal expenses. Trustee Beal stated that these budgeted legal expenses are connected to concerns about existing long-term NED power purchase contracts so this is solely a Village expense. Ms. Allard asked if any hard numbers had yet been generated regarding the cost of merger. Chair Quinn stated that Town Manager Lewis, Village Manager Marcotte, and Finance Director Laurie Baroffio have been holding weekly meetings on all matters pertaining to merger. Selectman Denny added that the Boards' Merger Transition Committees also will be holding periodic meetings to discuss important considerations. Manager Lewis noted that a four (4) page "to do" list has been developed out of the weekly meetings. Ms. Allard asked when this information would be released to the public. Manager Lewis said that it would be distributed before the next budget meetings are held this fall. Ms. Allard asked if this would be a combined Town and Village budget. Manager Lewis said that it would be. Manager Marcotte stated that there still are some difficult issues to be resolved, such as insurance costs, etc. Ms. Allard asked if the public authorization for merger should be re-voted given these uncertainties. Trustee Beal saw no reason for this as these are minor issues. There will be citizen input during the budget meetings. Trustee Fitzhugh believes that even though there might be some "bumps in the road" during the first years of merger, cost savings will develop over time.

V. JOINT DISCUSSION

- a. Town/Village Merger Transition Process.** Selectman Denny would like to start holding Merger Transition Committee meetings as soon as possible. At these meetings, items of some importance can be discussed at length before being brought to the full Boards. Chair Quinn suggested that an initial meeting could be held before this week's Economic Development Committee Meeting (see below).

- b. Northfield Municipal Purchasing Policy.** Chair Quinn noted that Manager Lewis had distributed a new draft that tracked proposed changes to the current policy. Trustee Fitzhugh then went through the document and made several suggestions regarding document wording and formatting. There were no objections to these suggestions and Manager Lewis will make the changes. Selectman Denny also has some stylistic concerns that he will forward to Manager Lewis. In addition, Selectman Denny doesn't want restrictive language that would tie employees' hands should their department head be unavailable during an emergency. It was noted that the policy does provide for some leeway during a "genuine emergency." Chair Quinn is concerned that the minimum purchase amount before requiring written price quotes has been raised from \$500 to \$5000. Selectman Bradley felt that this could be discussed at further length at a later time. Trustee Chair Donahue asked about the timeline for approving the revised purchase policy. Manager Lewis stated that the only timeline is when the Boards agree on the final wording. He noted that when merger goes into effect, all references to the Village in the policy will have to be deleted. He asked that the Board members email him with any additional suggestions.
- c. Cost Savings Round Table Discussion.** Chair Quinn noted that both Boards have looked into possible areas for cost savings. The Select Board has developed a list of fourteen (14) areas. He himself had shared with the Berlin Select Board the possibility of Northfield and Berlin sharing a Police Chief. Selectman Bradley then mentioned a number of possibilities that have been raised, such as getting road material out of the gravel pit that the Town owns; the possibility of putting a recreational vehicle site on Water Street when the buyout properties have been removed; selling water from O'Neill Spring on Turkey Hill; selling excess capacity at the Wastewater Treatment Facility; the installation of solar panels on municipal structures and vacant property; putting local business advertisements on municipal vehicles; combining the Northfield Municipal purchasing power with that of neighboring towns, etc. Chair Quinn hoped that some of these suggestions might be feasible and lead to actual cost savings. Trustee Beal noted the solar panel farm sited in Williamstown and wondered if a similar facility could be installed here. Manager Marcotte stated that Vermont Public Power Supply Authority (VPPSA) has asked its member communities if they would be interested in siting solar panels. He felt that the Cheney Farm might be the perfect location. Trustee Beal believes that some in-house accounting services could be outsourced to save some money. He also thought that a move towards a paperless office might prove cost-effective. Chair Quinn thought it might be productive for the Board members to forward their individual suggestions to Manager Lewis so that they could be consolidated and discussed at a future meeting.
- d. School Street Extension Wall Repair.** The Town and Village Highway Committees recently held a site visit to view the wall collapse and the condition of the road. Trustee Fitzhugh confirmed that he had looked at the wall and was shown where the Village road ended and private property began. Dubois Construction has provided a \$15,000 quote to address the current situation by installing interlocking blocks. In addition to an immediate solution to make the road passable, a long-term solution also is needed. This is why the Village Trustees wanted the Town Selectmen involved in this discussion. This wall has collapsed three (3) times in the past sixty (60) years. Chair Quinn noted that the Select Board is now reviewing its one-house road policy and this problem might be pertinent to this discussion. The Board first is looking at contacting adjacent property owners to determine their views. Steve Clough owns the property that the wall has fallen into and he stated that this is the first time that he has heard of the possibility of throwing up School Street Extension. The alternate access from Kimball Avenue is too narrow to accommodate emergency vehicles. Mr. Clough felt that the wall should be repaired as soon as possible and the road kept open. He realizes that this is a cost but he does not like the idea of the road being thrown up. Trustee Beal believed that it was the consensus of his board to provide a short-term fix of the wall and road while looking into possible long-term solutions. Chair Quinn emphasized that no decisions on privatizing roads would be made without the input of the property owners. Paul and Eva Ciampaglia stated that they haven't had any visitors to their church at the end of School Street Extension since this problem began and "Road Closed" signs were installed. Like Mr. Clough, they are concerned about emergency access to the property and would like the road restored.
- e. Possibility of Joint Board Retreat.** Chair Quinn noted that when the Select Board discussed their annual retreat at their last meeting there was a suggestion that it might be a good idea for the Town Selectmen and Village Trustees hold a joint retreat so that merger issues could be discussed. He asked if the Village Trustees felt this was desirable. Chair Donahue thought that it was. He and Chair Quinn will work together to determine the best time and place for the retreat as well as develop an agenda of discussion topics.
- f. Economic Development Committee Meeting: Wednesday, June 26, 2013.** Chair Quinn noted that the meeting will be held at 6:00 p.m. in the Municipal Building. Interested members of the public are encouraged to attend.

- g. Municipal Pool Sewer Charges.** Selectman Bradley felt that with the pool reopening last weekend, this might be a good time to discuss this matter. He believed that it was unfair that the Village charged the Town for sewer charges on the pool water that evaporates during the summer. Selectman Goslant added that the Town also is charged for leaking water. Trustee Fitzhugh agreed that the Town should only be charged for the water that is drained from the pool at the end of the summer (since this water does need to be processed). Manager Lewis confirmed that the Town currently is treated like any other customer in that the sewer charge is billed whenever the pool is filled. Trustee Beal believed that the year-end drainage could be calculated and the Town should only be charged for that amount.
- h. Northfield Town School District Special Election.** Chair Quinn stated that there will be an Australian Ballot election tomorrow (06/25/13) from 7:00 a.m. to 7:00 p.m. at the Northfield Middle/High School. The Northfield School Board is seeking bonding authorization in order to purchase and renovate a house near the school that would host its STAR (Students Taking Alternative Routes) program as well as provide additional parking, etc.
- i. Green Mountain Transit Agency (GMTA) Northfield Commuter Service.** It was noted that the new commuter bus service between Northfield and Montpelier would begin on Monday, July 1, 2013. Selectman Gadbois has reviewed the bus schedule and has concerns that Northfield residents using the service for their morning commute to Montpelier might be late for work as it arrives at State Street at 7:50 a.m. and 8:50 a.m. Tawnya Kristen, who is the GMTA Community Relations Manager, stated that the schedule was developed after receiving input at the two (2) public hearings held in Northfield. She added that GMTA welcomes feedback and would be willing to adjust the schedule once a proper trial period has been concluded (after a few months). Ms. Kristen added that an informational meeting would be held at the Northfield Senior Center tomorrow night. She then thanked Northfield for supporting the reestablishment of the Northfield-Montpelier Commuter Service at this year's Town Meeting.

VI. BOARD OF TOWN SELECTMEN

- a. Approval of Minutes: June 10, 2013 (Regular Meeting).** Motion by Selectman Bradley, seconded by Selectman Gadbois, to approve the minutes. **Motion passed 5-0-0.**
- b. Approval of Bills: Warrant #25-13.** Motion by Selectman Bradley, seconded by Selectman Denny, to approve Warrant #25-13 in the amount of \$1,222,553.73. Selectman Bradley noted that the bulk of this warrant amount (\$904,510.73) was property taxes collected by the Town and forwarded to the Northfield Town School District. In addition, payments to non-profit organizations authorized by voters at the 2012 Town Meeting were on this warrant. Selectman Goslant asked about the purchase of metal signs regarding pet waste. Manager Lewis stated that these were purchased for the municipal parks. Selectman Goslant asked if the legal expenses related to the Tropical Storm Irene buyout properties would be reimbursed by FEMA. Manager Lewis confirmed that they (eventually) would be. **Motion passed 5-0-0.**
- c. Approval of Bills: Warrant #01-14.** Motion by Selectman Bradley, seconded by Selectman Denny, to approve Warrant #01-14 in the amount of \$11,698. Chair Quinn noted that this was Northfield's tax payment to Washington County. Manager Lewis added that this payment now can be made in two (2) installments. **Motion passed 5-0-0.**
- d. Approval of Bi-Weekly Payroll through June 9, 2013.** Motion by Selectman Bradley, seconded by Selectman Denny, to approve the bi-weekly payroll in the amount of \$50,009.89. **Motion passed 5-0-0.**
- e. Appointment of Brown Public Library (BPL) Trustee.** A vacancy recently was created on the BPL Board of Trustees due to Roger Van Tassel's resignation. The BPL Board of Trustees has recommended that Julie Goodrich be appointed to fill this vacancy until Town Meeting 2014. Motion by Selectman Denny, seconded by Selectman Goslant, to appoint Julie Goodrich to the BPL Board of Trustees. **Motion passed 5-0-0.**
- f. All-Terrain Vehicle (ATV) Ordinance Revision update.** Manager Lewis has been working with the Vermont League of Cities and Towns (VLCT) on this matter and today he received some valuable information. He will be meeting soon with Lawton Rutter (Lost Nation ATV Club) to determine which sections of which roads will have ATV access for this summer authorized by a Board resolution. An ordinance will be developed later based on this year's experience.
- g. Status Report : Various Projects**

 - 1. Town Highway Subcommittee.** Selectman Gadbois is still looking to schedule another committee meeting with Manager Lewis and Highway Superintendent Peter G. DeMasi.

VII. BOARD OF VILLAGE TRUSTEES

- a. Approval of Minutes: June 11, 2013 (Regular Meeting).** Motion by Trustee Beal, seconded by Trustee Wilson, to approve the minutes. One correction: the "DuBois & King" reference in IX b. should be "Dubois Construction." **Motion to approve amended minutes passed 4-0-0.**
- b. Approval of Minutes: June 19, 2013 (Special Meeting).** As there is not a quorum of current Village Trustees who attended this meeting, approval will be postponed until the next meeting.

- c. **Approval of Bills: Warrant #25-13.** Motion by Trustee Wilson, seconded by Trustee Beal, to approve Warrant #25-13 in the amount of \$24,924.75. **Motion passed 4-0-0.**
- d. **Approval of Bills: Warrant #01-14.** Motion by Trustee Beal, seconded by Trustee Fitzhugh, to approve Warrant #01-14 in the amount of \$28,945.71. Chair Donahue noted that this was the final payment on the bond for the Water Project's "West Phase." **Motion passed 4-0-0.**
- e. **Village Common Rehabilitation Project.** Manager Marcotte stated that he has a project status meeting later this week with Wendy Pelletier (Vermont Agency of Transportation), Evan Detrick (DuBois & King), attorney William Smith, and Utility Superintendent Patrick DeMasi. The project remains ahead of schedule and all that needs to be done is being done to keep it that way. The concerns expressed regarding traffic flow during the construction phase will be discussed. Also, since this is Manager Marcotte's last work week, a new Project Manager needs to be appointed. Motion by Trustee Beal, seconded by Trustee Wilson, to appoint Patrick DeMasi as the Project Manager. **Motion passed 4-0-0.**
- f. **Approval of Northfield Electric Department (NED) Abatements.** Utility Office Manager Reed had prepared a list of uncollectable NED accounts to be abated totaling \$23,531.91. Included in the list was a single abatement in the amount of \$4,754.08 due to a "car accident" that Manager Marcotte could not explain. This matter will be tabled until the next meeting.
- g. **Approval of FY 2013/2014 Water and Sewer Rates.** Chair Donahue noted that there will be no change in the rates this coming year. Motion by Trustee Wilson, seconded by Trustee Beal, to approve the proposed FY 2013/2014 water and sewer rates. **Motion passed 4-0-0.**
- h. **Status Reports: Various Projects.** The Village Trustees had nothing to add.

VIII. MANAGERS' REPORTS

- a. **Town Manager Lewis.** Manager Lewis had some updates to his written report and answered questions regarding it.
 - 1. **Upcoming Meetings with State Officials.** Manager Lewis will be meeting later this week with Secretary of Transportation Brian Searles regarding various issues, including state highway aid. Manager Lewis also will be meeting with Secretary of Administration Jeb Spaulding on tax issues.
 - 2. **Tax Sale (06/15/13).** Manager Lewis noted that twelve (12) properties sold and the Town recovered delinquent property taxes in the amount of \$110,258.45. Since the collection of delinquent taxes has been brought "in house," all interest and penalty payments will be forwarded to the Town as revenue. Selectman Denny thanked Manager Lewis for his leadership on this.
 - 3. **Town Garage Paving.** Chair Quinn asked if any prep work was done around the Town Garage before the paving was done. Manager Lewis stated that the area was graded beforehand but no stone was put down. Highway Superintendent DeMasi stated that CIP funds were available to pave the area around the garage and that he received authorization from Manager Lewis before the work was done. Manager Lewis added that this paving had been discussed during the last budget meetings. Chair Quinn was under the impression that the Board consensus then was to delay the paving for another year. Selectman Bradley believes that the only Board-approved paving in the area was for the road going to and from the Northfield Transfer Station. Mr. DeMasi stated that this had been the original plan but when it was clear that there would be leftover CIP funds, he met with Manager Lewis a couple weeks ago and received his permission to expand the paving to the Town Garage area. Selectman Goslant believes that paving the employees parking area is a waste of money; this should not have happened while there are so many sidewalks in bad condition. Chair Quinn believes that the Selectmen should have been informed before the paving project was expanded. Selectman Goslant doesn't believe that just because there is money available in the budget, it has to be spent. He would have preferred that any leftover funds be returned to the taxpayers. Manager Lewis stated that he first expanded the project area in order to pave by the CERV entrance since the Town's insurance company recently had to pay out \$7500 because a resident fell there last winter. He also believed at the time that the Board had authorized the paving around the garage. Manager Lewis is concerned that he and the Board appear to have different opinions on what his role should be. Selectman Denny believes that a discussion of the Town Manager's role would be a valuable discussion for another time. He also believes that if a previous Board had authorized this expenditure, it is the responsibility of the current Board to clearly state that it should not take place. Selectman Gadbois does not oppose this specific paving but he felt that the Highway Subcommittee should have been informed of this when the summer paving schedule was discussed. He felt that this was the crux of the Board members' concerns.
- b. **Village Manager Marcotte.** As this is his last Board meeting, Manager Marcotte wanted to thank everyone for the past year as Village Manager. He wished them the best of luck in the future. Manager Marcotte was in turn thanked for his service.

1. **Tree Trimming.** Selectman Bradley previously had asked about the tree trimming near the Catholic Church and whether it was needed because of nearby electric lines. Manager Marcotte originally had assumed that this was the case but was subsequently informed by Utility Superintendent DeMasi that it actually was a sewer issue as tree roots had penetrated into and clogged sewer lines. He also confirmed that the Village had been assisted by Town employees using the Town loader to remove tree limbs, etc.

IX. PUBLIC PARTICIPATION: Non-agenda items

- a. **Peter G. DeMasi: Combined Emergency Facility.** Although Mr. Demasi serves as Northfield's Highway Superintendent and Fire Chief, he emphasized that he would like to ask the Board members some questions as a Northfield taxpayer. He would like to know their opinion of the proposed co-location of the Northfield Ambulance Service (NAS) and Northfield Fire Department (NFD) under one roof. Chair Quinn stated that he favors having a shared facility for the NAS and NFD. He added that Manager Lewis spoke to the emergency services a couple weeks ago in order to obtain feedback on this proposal. Mr. DeMasi is concerned that the current plan seems to be that some NAS vehicles would be moved into the Fire Station and some NFD vehicles would be relocated to the Town Garage. He believes that even with this removal, there will be some space issues at the Fire Station unless an additional bay is constructed. Chair Quinn noted that this co-location possibility is only being discussed at this time and Manager Lewis is still gathering information. Selectman Denny is concerned that this matter was not brought to the Select Board for full discussion before it was forwarded to Norwich University (NU) so that a feasibility study could be developed. Mr. DeMasi would prefer that the NAS and NFD be properly blended rather than being forced together. He feels that the proposed co-location as it now stands appears like a forced union. Chair Quinn has always emphasized that the Select Board wants the NAS and NFD volunteers to be part of this process. Selectman Gadbois would like them to let the Select Board know how it should proceed in this matter. Mr. DeMasi does not want NFD vehicles removed from the Fire Station as current and former firefighters worked hard to get that station built so that all vehicles and equipment could be housed at a single location. Selectman Bradley has great respect for the emergency services and he still sees many benefits to co-location, including the facilitation of cross-training, etc. He noted that the original plan was to build a new separate structure for the NAS but this turned out to be cost prohibitive. The focus then turned to a possible expansion of the existing Fire Station to provide sufficient room for all. Mr. DeMasi, as a taxpayer, also favors saving some money and has no objections to adding an addition to the Fire Station. NAS Supervisor James Baraw has spoken to Manager Lewis on this and he wanted it made clear that the NU students who prepared the feasibility report did so as a class project. If the NFD and NAS share a facility, he also would like it to be large enough for growth and with sufficient space and amenities to attract more volunteers. Selectman Bradley would like the NFD and NAS members to provide their suggestions on what should be done, including a temporary solution. Assistant Fire Chief Peter J. DeMasi stated that last week the NFD responded to a car fire that developed into a more serious situation than originally thought and required additional vehicles be called out. He felt that if NFD vehicles had been stored at diverse locations, there might have been a delay when this additional assistance was needed. Peter G. DeMasi stated that for him, the "red flag" was the suggestion that NFD vehicles be removed from the Fire Station. NAS Emergency Medical Technician (EMT) Mark Podgwaite noted that before businesses decide to establish themselves in a new town, they often look at the existing emergency facilities as good indications of the level of emergency response and fire protection in that community.
- X. EXECUTIVE SESSION.** Motion by Selectman Goslant, seconded by Selectman Bradley, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss a personnel matter with neither of the managers present. **Motion passed 9-0-0.**

The Boards went into executive session at 10:45 p.m.

Motion by Trustee Fitzhugh, seconded by Trustee Beal, to come out of executive session. **Motion passed 9-0-0.**

The Board came out of executive session at 11:28 p.m. No action was taken.

- XI. ADJOURNMENT.** Motion by Selectman Quinn, seconded by Trustee Beal, to adjourn. **Motion passed 9-0-0.**

The Joint Board Meeting adjourned at 11: 29 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

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

An audio recording of this meeting is available in the Town Manager's Office.