

TOWN OF NORTHFIELD, VERMONT
BOARD OF SELECTMEN
Minutes of May 26, 2015

- I. **ROLL CALL.** Chair John Quinn III, Selectmen Lynn Doney, Matthew Gadbois, Kenneth W. Goslant, and K. David Maxwell. Also present were Town Manager Jeffrey Schulz, Acting Clerk Kenneth McCann, and Kathleen Lott (*Northfield News*).

Chair Quinn called the meeting 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 (SCHEDULED):** None.

V. **APPROVAL OF MINUTES**

- a. **May 12, 2015 (Regular Meeting).** Motion by Selectman Maxwell, seconded by Selectman Gadbois, to approve the minutes. **Motion passed 5-0-0.**
- b. **May 19, 2015 (Special Meeting).** Motion by Selectman Gadbois, seconded by Selectman Maxwell, to approve the minutes. **Motion passed 5-0-0.**

VI. **APPROVAL OF BILLS**

- a. **Warrant #23-15.** Motion by Selectman Gadbois, seconded by Selectman Maxwell, to approve Warrant #23-15 in the amount of \$65,560.32. Selectman Doney noted a \$192.97 payment for a Northfield Police Department (NPD) "holster light." Chair Quinn also was surprised by this purchase since the Select Board had been asking the NPD to make every effort to recycle old equipment rather than buy new. Selectman Doney said that there seemed to be one of these purchases on every warrant. Manager Schulz said that he has reminded NPD Chief James Dziobek about the Board's concerns; he will remind him again (if this continues). Selectman Doney then asked about a \$505.00 NPD payment to Homeland Security listed as "Refund Overpay." Manager Schulz stated that there had been some confusion when the NPD received a grant to purchase new communications equipment. It was unsure whether grant funds could be used to cover shipping and installation costs. When it was confirmed that they could not, the funds spent were refunded. **Motion passed 5-0-0.**
- b. **Approval of Bi-Weekly Payroll through May 10, 2015.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve the bi-weekly payroll in the amount of \$80,306.82. **Motion passed 5-0-0.**

VII. **SELECT BOARD**

- a. **Approval of Annual Town Highway Financial Plan.** Manager Schulz stated that each year the Vermont Agency of Transportation (AOT) requires each municipality to submit a financial plan for its Town Highways that is approved and signed by the local legislature. This is to ensure that municipalities spend at or above the \$300 minimum per road mile. In fiscal year 2015-2016, the Town of Northfield will receive \$1,271,306 in income (state funds, local property taxes, etc.) for the Highway Department and spent that exact amount on Winter Maintenance, Non-Winter Maintenance, and Major Construction Projects. The allocation of funds is what was approved by voters on Town Meeting Day. Chair Quinn noted that the amount of state funding by highway class has remained rather stable over the past decade or so. The AOT does submit grant funds separately for special projects such as bridge repair, major paving projects, etc. Manager Schulz concurred that towns do have to apply for competitive state grants to obtain funds for such special projects. Motion by Selectman Goslant, seconded by Selectman Maxwell, to approve and sign the Annual Town Highway Financial Plan for fiscal year 2015/2016. **Motion passed 5-0-0.**
- b. **Bid Proposals for Operation of Solid Waste Transfer Station.** Since the current contract with Earth Waste Systems to operate the Northfield Transfer Station expires at the end of the current fiscal year (06/30/15), Manager Schulz began advertising for bid proposals for a new contract about a month ago. The bidding closed at noon today and although a few companies had expressed interest, in the end Earth Waste Systems was the only one to submit a proposal. Selectman Gadbois asked if Manager Schulz was satisfied with the service that Earth Waste Systems has provided. Manager Schulz said that he was; he has heard no complaints from the public, which is a good indicator that community members are happy with the current situation. He added that Earth Waste Systems operates the facility fairly independently with little or no need for municipal assistance. Selectman Doney noted that they do seem to keep the facility and the surrounding area very clean.

Selectman Maxwell uses the facility each week and he has had no problems. He asked if the price list for bagged trash, etc. would remain the same. Manager Schulz said that it would. The only change is that the number of operating hours would be reduced. The current hours are Wednesdays and Saturdays from 8:00 a.m. to 4:00 p.m. The new hours will be Wednesdays from 8:00 a.m. to 12:00 p.m. and Saturdays from 8:00 a.m. to 3:00 p.m. Motion by Selectman Gadbois, seconded by Selectman Maxwell, to authorize Manager Schulz to negotiate a new contract with Earth Waste Systems. The finalized contract would be brought back to the Select Board for approval. **Motion passed 5-0-0.**

- c. **Inter-Municipal Agreement to Join Mountain Alliance (formerly Tri-Town Alliance).** Manager Schulz stated that minor changes have been made to the draft agreement that the Select Board previously reviewed. He now is satisfied with the current version and would like Board authorization for Chair Quinn to sign the agreement. Manager Schulz added that this is a good deal for Northfield, especially when compared with the high per capita charges that the municipality would have paid to remain in the Mad River Resource Management Alliance (MRRMA). Motion by Selectman Gadbois, seconded by Selectman Maxwell, to approve and authorize Chair Quinn to sign the Inter-Municipal Agreement for Northfield to join Mountain Alliance. **Motion passed 5-0-0.**
- d. **Contract with the Central Vermont Regional Planning Commission (CVRPC) for Stormwater Mitigation Project.** Manager Schulz stated that CVRPC had received grant funds for a project to mitigate stormwater runoff in the downtown area and thus keep it out of the water treatment system. This would include the installation of new catch basins, stormwater pipes, planter chambers, etc. on and around the Northfield Common. CVRPC solicited bid proposals to perform the work but those received were all higher than the original cost estimates. CVRPC then asked if the municipality and its employees would be able to purchase the materials, perform the construction work, etc. with reimbursement from grant funds. [The contract amount is for up to \$31,647 (the grant amount); however, Manager Schulz believes that the work can be done for under \$28,000.] Chair Quinn asked if the contract, which is in draft form, is ready for approval. Manager Schulz stated that the Board could authorize him to finalize and sign the contract with CVRPC. Selectman Maxwell asked if there were any concerns regarding possible cost overruns. Manager Schulz stated that since the main expenses are for buying materials and covering the cost of municipal employee time, there should be less chance of overruns than when dealing with an outside contractor. He also is fairly sure that the actual project cost has been determined. Motion by Selectman Maxwell, seconded by Selectman Gadbois, to approve and authorize Manager Schulz to sign the contract. **Motion passed 5-0-0.**
- e. **Economic Development Committee Meeting.** Chair Quinn reported that the Committee will next meet on Wednesday, May 27, 2015, at 5:30 p.m. in the Municipal Building. There will be a discussion of the "Brownfields Area-Wide Planning Process."

VIII. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS.

- a. **Presence of Outside Law Enforcement Agencies.** Selectman Goslant wanted to know why so many outside law enforcement officers were in Northfield the other day. Selectman Doney said that they were here as part of a campaign for "Click It or Ticket" enforcement that started on Memorial Day weekend. The target location rotates between communities and the State covers all local costs through its Vermont Governor's Highway Safety Program.
- b. **Municipal Pool Summer Usage.** Selectman Maxwell would like use of Municipal Pool tracked this summer so that the Select Board will have a better grasp of how well the pool income (i.e., season passes, daily passes, and swimming lessons) helps cover operating expenses. This could determine whether or not the amounts charged need to be adjusted when next year's pool budget is developed.

IX. TOWN MANAGER'S REPORT. Manager Schulz had nothing to add to his written report.

X. PUBLIC PARTICIPATION (UNSCHEDULED). There was none.

XI. ADJOURNMENT. Motion by Selectman Maxwell, seconded by Selectman Gadbois, to adjourn. **Motion passed 5-0-0.**

The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

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

These minutes were approved at the regular Select Board meeting of June 9, 2015.