

**TOWN OF NORTHFIELD, VERMONT
TOWN SELECT BOARD
SPECIAL MEETING
Minutes of August 30, 2016**

- I. ROLL CALL.** Chair K. David Maxwell, Select Board member Lynn Doney, Nathan Freeman, Matthew Gadbois, and Kenneth W. Goslant. Also present were Town Manager Jeff Schulz

Chair Maxwell called the meeting to order at 6:00 p.m.

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

III. Board Retreat

Chair Maxwell stated that this meeting is a retreat for the Select Board to discuss and develop goals for the upcoming year. The Board is being asked to develop three short-term goals and five long term goals.

Select Board member Matt Gadbois identified the following short-term goals.

1. Upgrade Police Video System. The Police video system for the station does not record. The system should be upgraded to record and store videos.
2. Paving Projects. Identify and prioritized additional paving projects.
3. Development and implement a sidewalk maintenance schedule.

Select Board member Matt Gadbois identified the following long-term goals.

1. Develop a long term road maintenance plan with funding sources.
2. Complete Central Street sidewalk repair project.
3. Develop a maintenance plan for municipal trees.
4. Develop a plan for maintenance of municipal buildings.

Select Board member Nate Freeman identified the following short term goals.

1. Earn a reputation for Northfield as a good place to work, live and recreate.
2. Pursue Community Revitalization efforts such implementing the V-DAT and Area-wide Planning reports.
3. Pursue new housing initiatives as a community development tool.
4. Update and Stream-line the zoning bylaws.
5. Adopt a Village Center Designation for Northfield Falls.

Select Board member Nate Freeman put forth the following long-term goals.

1. Develop a sidewalk expansion plan for Route 12 in the Falls and South Main.
2. Northfield Big Dig – Invest in Town roads and infrastructure.
3. Establish Sister City Program with a similar community.
4. Municipal Staff Development – workshops and training.

Select Board member Ken Goslant put forth the following short-term goals

1. Ensure continued responsible municipal budgeting and spending.
2. Develop and implement a maintenance plan for municipal buildings and grounds.
3. Economic Development and Community Revitalization.

Select Board member Ken Goslant put forth the following long term goals.

1. Privatize low volume roads to reduce highway costs.
2. Add a part-time position for maintenance of municipal buildings
3. Contract out additional municipal services.

Select Board member Dave Maxwell put forth the following short term goals.

1. Revise and re-negotiate the Town's agreement with Norwich.
2. Develop a master plan for maintenance of municipal buildings.
3. Install solar panels on municipal buildings and properties.
4. Rework the Tax Stabilization Policy for voter consideration.

Select Board member Dave Maxwell put forth the following long term goals.

1. Provide financial reports to Board on a more regular basis.
2. Change time of annual meeting to Monday evening to increase voter participation.
3. Provide utility budget reporting and presentation at Town meeting.

Lynn Doney put forth the following goals.

1. Update Road Surface Management Plan.
2. Vote at Town meeting on proposal for new EMS facility.
3. Management of Police Department.
4. Town acquisition of Armory Building.
5. Joint meeting with School Board.

Next, the Board identified the top short term goals from the Board discussion:

1. Revise and negotiate new agreement with Norwich.
2. Develop a municipal building and grounds Comprehensive Maintenance Plan.
3. Upgrade video system at Police Station.
4. Economic Development and Community Revitalization.
5. Expand Village Designation boundaries.
6. Rework Tax Stabilization Policy.
7. Provide budget financial reports to Board on monthly basis.
8. Hire part-time employee to maintain municipal buildings.

The Board identified the following long term goals.

1. Provide to Board a Comprehensive Budget Analysis every three months.
2. Develop a Comprehensive plan for long-term maintenance and funding for roads
3. Develop a municipal tree maintenance plan.
4. Develop a sidewalk maintenance and expansion plan.

V. ADJOURNMENT. Motion by Select Board Member Nate Freeman, seconded by Board member Matt Gadbois to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:45 p.m.

Respectfully submitted,

Jeffrey Schulz

Jeffrey Schulz, Acting Clerk

These minutes were approved at the regular Select Board meeting of September 27, 2016.