

**TOWN OF NORTHFIELD, NH
BOARD OF SELECTMEN'S MEETING
NORTHFIELD TOWN HALL
21 Summer Street
Northfield, NH 03276
July 22, 2003
MINUTES**

Present: Sel. Nickerson, Sel. Brown and Sel. Dearborn. Chairman Nickerson called the meeting to order at 7:00 p.m.

I. **GENERAL BUSINESS:**

- A. The Board reviewed and approved accounts payable and payroll manifests.
- B. The Board reviewed general correspondence.
- C. **Motion: Motion by Sel. Dearborn, second by Sel. Brown to adopt and place on file the minutes of the July 8, 2003 Board of Selectmen's Meeting.**
Vote: 3- 0, motion adopted.

II. **PUBLIC APPOINTMENTS:**

- A. David Tryon, Tilton Northfield Recreation Council gave a status report on the TNRC activities and liability insurance policy premium quotations.
- B. Jane Hubbard, NFIP Consultant, provided information on the national flood insurance program and technical assistance for administration and enforcement. The Town's Flood Plain Ordinance is in compliance, however, the Subdivision and Site Plan Review regulations need to be updated as follows:

Requirements for subdivisions/site plans having land designated as "Special Flood Hazard Areas" (SFHA) by the National Flood Insurance Program (NHIP).

- 1. The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- 2. The Planning Board shall require that all proposals for development greater than 50 lots or 5 acres, whichever is the lesser, include Base Flood Elevation (BFE) data within

such proposals (i.e. floodplain boundary and 100-year flood elevation).

3. The Planning Board shall require the applicant to submit sufficient evidence (construction drawings, grading and land treatment plans) so as to allow a determination that:
 - a. all such proposals are consistent with the need to minimize flood damage;
 - b. all public utilities and facilities, such as sewer, gas, electrical and waste systems are located and constructed to minimize or eliminate flood damage; and,
 - c. adequate drainage is provided so as to reduce exposure to flood hazards.

Also, the building permit application, subdivision and site plan review application should have a section added indicating whether or not it is located in a flood plain or one of the "unnumbered 'A' zones". The Board agreed to forward this information to the Planning Board for adoption.

- C. Alan Larter, owner of the Merrimack Valley Railroad Freight House met with the Chief of Police to address his concerns about trespassing and vandalism to the rail road cars.
- D. Michelle Bonsteel and Anthony Mignono, residents of Shaw Road were present to express their concerns about wetlands violations and blasting violations at the Norman Fauteux subdivision on Shaw Road. Following discussion, the Board agreed to contact the NH DES wetland's bureau and the Chief of Police would get in contact with the NH State Police Bureau in charge of licensing dynamite blasters.

III. **POLICE DEPARTMENT:**

- A. Chief Hilliard informed the Board that the Police Volunteer Program has received a grant from Franklin Savings Bank in the amount of \$5,000. The TNEDC has agreed to administer the funds.
- B. Upon the recommendation of the Chief, the Board signed commissions for two part time officers who will commence their employment on August 5, 2003: Brian J. Brown and Jeff Zaminsky.

- C.. The Chief informed the Board of numerous parking problems and complaints the department has been addressing on Elm Street, Holmes Avenue, Arch Street. He is preparing a “No Parking” ordinance for all of Elm Street to be adopted.
- D. Chief Hilliard informed the Board that the Department has received a donation of office furniture.

IV. **TOWN ADMINISTRATION:**

- A. The Board asked that a meeting be scheduled with Alice MacKinnon in August to review the Assessing Update Contract and establish a time table for completion.
- B. **Motion: Motion by Sel. Dearborn, second by Sel. Brown to Authorize the Chairman to sign the Lakes Region Planning Commission Agreement for Phase II services of the Master Plan update – Growth Management Ordinance, Capital Improvements Program, Open Space/Cluster Zoning Ordinance and Regulations.**
Vote: 3- 0, motion adopted.
- C. **Motion: Motion by Sel. Nickerson, second by Sel. Dearborn to sign the agreement with Fluet Engineering for final design and construction bid phase of the Sandogardy Pond Town Beach Improvement Project.**
Vote: 3- 0, motion adopted.
- D. Regarding code enforcement office issues, the Board was informed that D. Dickson and J. Fulweiler would be conducting a site visit at the Ottman residence to follow up on a zoning violation cease and desist order and her response to the court. Also, D. Dickson received a request for a building permit on a Class VI road and asked that the Selectmen forward it to the Planning Board in accordance with the Town’s Class VI Road policy.

- V. **ADJOURNMENT:** There being no further business before the Board, it was moved and seconded to adjourn. The meeting adjourned at 9:45 p.m.