

**TOWN OF NORTHFIELD, NEW HAMPSHIRE
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
October 14, 2003**

Minutes

Present: Sel. Bill Nickerson and Sel. Glen Brown. Sel. Lana Dearborn excused. Sel. Nickerson called the meeting to order at 7:10 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. Brown, second by Sel. Nickerson to accept and place on file the minutes of the September 30, 2003 Board of Selectmen's meeting.**
Vote: 2- 0, motion adopted.

II. **PUBLIC APPOINTMENTS:**

- A. Randy Barclay present to discuss a dedication plaque for Danny Parris. The Board gave Mr. Barclay permission to install a plaque, at his expense at the Forrest Road Bridge in memory of Danny Parris.
- B. Paula Clemente, from NH DRA Property Appraisal Division present to inform the Board that DRA has not received any communication from the Town's Assessor since the last Selectmen's meeting. The time has expired to implement a sales update with new values for 2003. The Town's assessor is not certified to perform any assessing work for the Town. As part of the Town's certification, DRA will forego taking the Town to the Board of Tax and Land Appeals if the Selectmen can show they have a contract in place by January 31, 2004 for a sales update. The contract shall be with a NH Certified Assessor and new values to be effective as of April 1, 2004.
- C. Michelle Bonsteel and Anthony Mignono present to discuss general planning issues and the need for a full time code enforcement/building inspector.

III. POLICE DEPARTMENT:

Chief Hilliard present. The Board approved the purchase of an emergency generator for the Northfield Police Department to be charged to the emergency management line item. Funds to be offset by unexpended appropriation in the Forrest Road Capital account.

IV. HIGHWAY DEPARTMENT:

- A. A. Cross presented an update on pavement markings on Elm Street. A CIP request will be made in the amount of \$25,000 to remove the banking. Also a CIP request will be made for engineering costs to design Town sewer on Route 140.
- B. A. Cross provided a status report on the Highway Garage Floor Drain Design hooking into the Sewer. According to Judy Houstin, Nobis Engineering, she spoke with Chris Hipkiss, who is the engineer at WRBP Treatment Plant in Franklin said that no industrial pre treatment is needed, however he does require a oil/grit separator. When she reviewed the scope of work, the Northfield Sewer District hadn't indicated that there were any special requirements to hook into sanitary sewer. The Town needs to revise the scope of work to include location of grit/oil separator (baffled septic tank); will also include pricing for the tank and location of a sanitary sewer line for toilets. Additional Cost for Engineering Services - Estimate \$800 to \$1,000. Additional Cost for Grit Chamber & Installation is unknown at this time. Following discussion, the Board agreed to proceed with the revised scope of work. Unanticipated expenditure for engineering services to be funded out of the Tank Protection Capital Account.

V. TOWN ADMINISTRATION:

- A. The Board agreed to host a Christmas Party/Appreciate Night on Tuesday, December 9, 2003 at 7:00 p.m. to thank all of the members of the Town's Volunteer Boards & Committee's. The Board also agreed to have a Town Employee Christmas Luncheon/Yankee Present Swap from 11:00-12:00 on December 17, 2003.
- B. The Board was brought up to date on Quality Controls request to have the Town grant them funds to offset their moving costs (\$300,000) and/or to purchase the old Beede Building which they sub lease from Thunderbird

Realty. They say they can create 20 jobs. Neil Cannon from Capital Regional Development Council and Eliza Leadbeater from Belknap County Economic Development Corporation have both tried to obtain financing for them, as well as helping them to lease out space they are not using. There is uncertainty regarding the future ownership status of the property, The bank holding the mortgage on Thunderbird was prevented from foreclosing because the owner filed Chapter 11. The Board agreed to accept their invitation to tour the Quality Controls Plant. The Board will explain to the owners that there are no loans or grants available from the Town. The only program available to the Town, if QC were eligible, would be for the Town to apply for a CDBG grant through CRDC to fund a revolving loan fund. CDBG requires a 1:1 match from the company, therefore QC would need to obtain bank financing for the match or show invoices for equipment purchases. The Board agreed to have J. Fulweiler contact CRDC to inquire into the loan status for CDBG and to contact the bank holding the mortgage to ascertain the status of the foreclosure.

- C. The Board agreed to contact David Liberatore to conduct a market analysis for R17 Lot 46 (Highland's Lot sign) to determine a market value for sale to the abutters and also to determine the market value if a further condition were placed on the parcel that no residential development would be allowed.

VI. ADJOURNMENT:

There being no further business before the Board, it was moved and seconded to adjourn. The meeting adjourned at 9:00 p.m.

**TOWN OF NORTHFIELD, NEW HAMPSHIRE
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
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October 28, 2003**

Minutes

Present: Sel. Glen Brown and Sel. Lana Dearborn. Sel. Nickerson was excused. Sel. Brown called the meeting to order at 7:05 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 accept and place on file the minutes of the October 14, 2003 Board of Selectmen's meeting.**
Vote: 2- 0, motion adopted.

II. **PUBLIC APPOINTMENTS:**

- A. Polly Fife representing the Tilton Northfield Recreation Council provided an update on current and planned Recreation Council activities.
- B. A student from the middle school was present to monitor the Selectmen's meeting as part of a class project.

III. **OTHER BUSINESS:**

- A. The Board suggested a reminder be sent to all Departments/Agencies that 10/30/03 is the deadline to submit FY 2004 budget requests to the Selectmen. The Selectmen have scheduled 11/11/03 and 11/25/03 to work on the budget.
- B. Sel. Dearborn provided an update on the CIP meetings and Sel. Brown provided an update on the Planning Board meetings.
- C. The Board signed the MS 1 form and instructed the Town Administrator to send out a request for proposal for assessing services. The Board agreed to contact Attorney Mayer regarding the Red Hot Properties BTLA appeal.

IV. **ADJOURNMENT:**

There being no further business before the Board, it was moved and seconded to adjourn. The meeting adjourned at 8:20 p.m.