

**TOWN OF NORTHFIELD, NEW HAMPSHIRE
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
January 6, 2004**

Minutes

Present: Chairman 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 accept and place on file the minutes of the December 30, 2003 Board of Selectmen's meeting.**
Vote: 3 - 0, motion adopted.

II. NON PUBLIC SESSION:

- Motion: Motion by Sel. Dearborn, second by Sel. Brown to Enter non public session under RSA 91-A:3 II, c.**
Vote: On a roll call vote, motion adopted unanimously.

The Board entered non public session at 7:19 p.m. Present in the non public session were the three Selectmen and the Town Administrator who interviewed Town Assessor candidates.

- Motion: Motion by Sel. Dearborn, second by Sel. Brown to Reconvene the public session.**
Vote: On a roll call vote, motion adopted unanimously.

At 8:40 p.m. the Board reconvened the public session.

- Motion: Motion by Sel. Dearborn, second by Sel. Brown to enter into a contract with Avitar Associates for general assessing services and to conduct an assessment update for 2004.**
Vote: 3-0, motion adopted.

III. HIGHWAY DEPARTMENT:

- A. Cross presented proposed fee increases for certain items at the recycling center. Following discussion:

Motion: **Motion by Sel. Brown, second by Sel. Dearborn to revise the disposal fees effective immediately:**

Computers/Electronic Equipment:	\$ 15.00
Television consoles	\$ 20.00
Shingles: Carload	\$ 40.00
Pick up or Utility Trailer	\$ 45.00
1 Ton Vehicle	\$120.00
Dump Truck (6 yd)	\$160.00

Vote: **3 - 0, motion adopted.**

IV. **TOWN ADMINISTRATION:**

The Board worked on the FY 2004 Budget Recommendations.

V. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:15 p.m.

**TOWN OF NORTHFIELD, NEW HAMPSHIRE
BOARD OF SELECTMEN'S MEETING**

Northfield Town Hall
21 Summer Street
Northfield, NH 03276
January 13, 2004

Minutes

Present: Chairman 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 accept and place on file the minutes of the January 6, 2004 Board of Selectmen's meeting.**
Vote: 3 - 0, motion adopted.

II. WELFARE ADMINISTRATOR:

Sharon Stevens met with the Board and presented service statistics and projections to justify her 2004 budget request for vendor payments.

III. CODE ENFORCEMENT OFFICER:

Dana Dickson present to discuss general code enforcement office issues. The Board signed three Cease & Desist Notices for illegal junkyards. The Board reviewed building permit fees.

Motion: Motion by Sel. Brown, second by Sel. Dearborn to adopt an increase in building permit fees effective immediately.

Single Family Home	\$350
Additions/Alterations w/o plumbing	\$25.00
Additions/Alterations with plumbing	\$50.00
Garage, Shed, Deck, Porch, Sign	\$25.00
Multi Family/Two Family	\$350 1st unit \$200 add'l
Apartment Addition	\$150
Commercial/Industrial	\$750 Minimum/\$.10 per sq. ft.
 Additions	\$300 Minimum/\$.10 per sq. ft.
Demolition	Free
Handicap Access	Free

Vote: 3 - 0, motion adopted.

IV. **POLICE DEPARTMENT:**

Chief Hilliard was present and discussed general police department matters.

V. **HIGHWAY DEPARTMENT:**

A. Cross was present and discussed general highway department matters.

VI. **TOWN ADMINISTRATION:**

A. FY 2003 Encumbrances:

The Board agreed to encumber the following amounts from 2003:
Cemetery: \$1,100 for Laconia Monument Co. to reset and straighten stones at the Arch Cemetery from the 2003 Cemetery Line Item.
Public Safety: \$1,000 from equipment and supplies for purchase of a replacement treadmill. And \$6,000 for purchase of a generator from Southworth Milton. The Town was awarded an emergency management grant in 2003 in the amount of \$4,500 towards the purchase.
Capital Projects: \$9,136 from the FY 2003 Forrest Road Account for \$7,136 expenses over the CDBG grant amount and \$2,000 for an audit.

B. The Board completed their work on the FY 2004 Budget Recommendations to be presented to the Budget Committee on Thursday, January 15, 2004.

VII. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:30 p.m.

**TOWN OF NORTHFIELD, NEW HAMPSHIRE
BOARD OF SELECTMEN'S MEETING**

**Northfield Town Hall
21 Summer Street
Northfield, NH 03276
January 20, 2004**

Minutes

Present: Chairman 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. No motion was made to approve the minutes of January 13, 2004.

II. PUBLIC APPOINTMENTS:

Cathy Thibeault, Chairman of the Northfield Conservation Commission was present and provided an update on fundraising efforts for the purchase of the Doubleday easement. On behalf of the Conservation Commission, she requested the Board to submit and recommend a warrant article for the 2004 Town Meeting to increase the current use penalties going to the Conservation Fund from 20% to 50%. Following discussion, the Board was in agreement to recommend an article.

III. HIGHWAY DEPARTMENT:

Albert Cross, Road Agent was present to provide further justification for the purchase of a vibratory roll for the Highway Department in the amount of \$17,000.

IV. TOWN ADMINISTRATION:

The Board was informed that Avitar Associates, the new assessing firm will be starting on Wednesday, January 28, 2004. The Board asked that the Assessor review all pending abatement requests first.

The Board discussed revisions to the Town Administrator's expired employment agreement and requested Attorney Mayer's review and comments.

V. ADJOURNMENT:

There being no further business, the meeting adjourned at 8:45 p.m.

**TOWN OF NORTHFIELD, NEW HAMPSHIRE
BOARD OF SELECTMEN'S MEETING
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January 27, 2004

There was no meeting due to the NH Primary.