

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
June 7, 2005**

Minutes

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

Non-Public Session:

A motion was made by Sel. Knowlton, second by Sel. Bluhm to enter non-public session under RSA 91-A3 II (b) - the hiring of any person as a public employee. Motion adopted on a unanimous roll call vote. The Board entered non-public session at 7:01 p.m. with Mike Summersett and interviewed candidates for the position of part time highway department secretary. Motion by Sel. Knowlton, second by Sel. Bluhm to not disclose the minutes of the non-public session. Motion adopted on a unanimous roll call vote. Motion made by Sel. Knowlton, second by Sel. Bluhm to close the non-public session and reconvene the public session at 9:01 p.m. Motion adopted on a unanimous roll call vote.

Other Business:

Mike Summersett present to discuss general highway department matters with the Board. They discussed options for disposal of the map cabinet, low band radios.

The Board discussed increasing the hours of the deputy town clerk/tax collector.

Adjournment:

The Board voted to adjourn at 9:25 p.m.

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
June 14, 2005**

Minutes

Present: Sel. Dearborn and Sel. Bluhm. Sel. Knowlton was excused. Chairman Dearborn called the meeting to order at 7:00 p.m. Also present were J. Fulweiler, M. Summersett and S. Hilliard.

I. **General Business:**

- A. The Board reviewed and approved accounts payable and payroll manifests.
- B. The Board reviewed general correspondence.
- C. Motion by Sel. Bluhm, second by Sel. Dearborn to accept and place on file the minutes of the 6/7/2005 Board of Selectmen's meeting. Motion adopted.

II. **Public Hearing:**

Chairman Dearborn opened the public hearing at 7:05 p.m. on an Ordinance regulating the use of Glines Park at Sandogardy Pond. Members of the public present, M/M St. Cyr and their son spoke in favor of the ordinance as presented. J. Fulweiler reported on two comments received regarding the hours of operation one from Ed Winters, TNRC and the other from Moderator Scott McGuffin. Following considerable discussion, and there being nor further public comment, Chairman Dearborn closed the public hearing at 7:45 p.m. Motion by Sel. Bluhm, second by Sel. Dearborn to adopt the following ordinance effective immediately:

**AN ORDINANCE
REGULATING THE USE OF GLINES PARK**

Purpose and Intent.

Under the authority of RSA 41:11-a and RSA 41:11-b which allows the Board of Selectmen to manage town property, the purpose of this Ordinance is to protect the public health, safety and general welfare by controlling the hours of operation and activities at Glines Park. Glines Park, located off Glines Park Road, includes the beach area on Sandogardy Pond

Hours of Operation.

The Northfield Board of Selectmen shall determine and set, when necessary, the hours of operation at the park. The hours of operation of the Park shall be from 8:00 a.m. to

8:00 p.m. starting Memorial Day and ending Labor Day. The remainder of the year, the hours of operation shall be from ½ hour before dawn to ½ hour after dusk. Any person, who enters upon the park or beach at any time in violation of the posted hours, shall be deemed in violation of this ordinance and subject to the penalties contained herein.

Manner of Notification of Hours.

The Selectmen shall have a sign affixed at the site stipulating the hours of operation.

Permit Required for Use After Hours.

Any person wishing to use the park or beach before or after the posted hours or operation shall apply to the Northfield Town Hall for a permit, no less than 24 hours prior to the proposed use. Any person applying for a permit shall comply with all requests and requirement of either the Northfield Police Department or its individual officers with regard to flow of traffic or use of premises.

Prohibited Activities:

The following shall be prohibited at Glines Park:

1. Use of motorcycles, "dirt bikes", all terrain vehicles (ATV's), trucks, or automobiles.
2. Launching of boats or any watercraft with petroleum based motors.
3. Launching of bob houses.
4. Pets on the beach area. In all other areas of the Park, pets must be kept on leash and owners shall clean up after them.
5. Use of glass bottles or containers.
6. Alcoholic Beverages.
7. Fires.
8. Littering.

Snowmobiles shall stay on the maintained trails in the park.

Violations and Penalties.

Any person who violates any of the provisions of this Ordinance shall be guilty of a violation, and a penalty shall be imposed upon him or her not to exceed the sum of five hundred dollars (\$500.00) and may be held liable for damages to town property.

Effective Date:

This Ordinance shall become effective upon adoption by the Northfield Board of

Selectmen. A duly noticed public hearing was held on June 14, 2005 and adopted by unanimous vote of the Northfield Board of Selectmen on June 14, 2005.

III. Police Department:

Chief Hilliard present to discuss general police department matters. The Board discussed an analysis of the cost of special details. The Board agreed to submit a request to the budget committee regarding an over expenditure of the special detail line item.

IV. Highway Department:

- A. Mike Summersett present to discuss general highway department matters.
- B. Sel. Bluhm reported on the Highway Garage Study Committee meeting held on June 8, 2005. Sel. Bluhm, M. Summersett, Albert Cross, Dennis Allen and Donald Stevens were present. Items discussed: Develop a master plan for moving the Highway Garage and department operations to the Sargent Street site that is flexible, depending upon funding/financing and could be implemented over a twenty year period. Obtain a larger, to-scale copy of the boundary survey of just the front lot on Sargent Street. Plan to walk the site. Develop a design and obtain cost estimates for construction of combined sand/salt shed capable of storing, under cover, 800 tons/500 tons. Prepare a list of storage needs and building measurements.
- C. The Board agreed to hire Margaret Shepard as the part time highway department secretary.
- D. M. Summersett reported that the new work hours for the highway department employees seemed to be going well. He informed the Board that a new sander would need to be purchased before the fall

V. Town Administration:

- A. The Board approved an abatement of 2005 taxes on the Spaulding Youth Center Parcel, which is now tax-exempt.
 - B. The Board received an update on the Sandogardy Pond Town Beach Improvement Project. The Town's insurance representative, NHMA Scott Whedon prepared a report on liability issues to be addressed at the new town beach. The Board was informed that the playground equipment wouldn't be able to be installed until September in order to keep the warranty in tact. The bathhouse will be open for Old Home day. TNRC swimming program begins Monday, June 27. The Board approved hiring part time summer help, two hours per day, to patrol the beach area, check the bathhouses, and report hazards to the highway and police department.
 - C. Sel. Bluhm provided a report on the recent planning board meeting: the
- Northfield Board of Selectmen's Meeting

Selectmen will send a letter to Mr. Hayes and to the Town's attorney to draft an agreement for access to the Town's parcel over property owned by Gravity Mountain Inc.; ALV agreed to conduct a traffic impact study and pay for an engineering review of their proposed subdivision and the Planning Board has decided to conduct research and develop a methodology for assessing impact fees instead of hiring a consultant.

- D. The Board agreed to not take any action at this time on the Manning Brothers Wood Products request to purchase additional land until the Highway Garage Study Committee has completed its master plan.
 - E. The Tilton Northfield Old Home Day Committee Citizen's Night is Monday, June 02, 2005 at 6:30 p.m. at Mulligan's restaurant.
 - F. The Board was informed that ownership of parcel U6-79 was recently conveyed to the Learning Tree child Development Center and the new owner is willing to work with the Town to improve the right of way access to Arch Park.
 - G. The Board agreed to schedule Lisa Martin to meet with them to discuss engineering services for July 12, 2005 which is the next full board meeting.
- V. Adjournment: The Board voted to adjourn at 9:45 p.m.

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
June 21, 2005**

Minutes

Present: Sel. Dearborn, Sel. Knowlton and Sel. Bluhm. Chairman Dearborn called the meeting to order at 7:00 p.m. Also present was J. Fulweiler.

I. General Business:

- A. The Board reviewed and approved accounts payable and payroll manifests.
- B. The Board reviewed general correspondence.
- C. Motion by Sel. Bluhm, second by Sel. Dearborn to accept and place on file the minutes of the 5/31/2005 and 6/14/2005 Board of Selectmen's meeting. Motion adopted.

II. Work Session:

- a. The Board discussed changes to various positions descriptions in order to clarify which positions would be included in the pay classification study's survey. The Board agreed to meet with Lisa Martin next week to discuss engineering services.
- b. The Board reviewed an analysis of special detail revenue and expenses and agreed to send a letter to the Budget Committee requesting their approval of a \$46,000 increase in the FY 2005 Budget. The Board agreed to send letters to the special detail contractors that payment for services is due within 10 days of the date of the invoice.
- c. The Board discussed the Selectmen's Cash Receipts Policy and adopted the following effective immediately: All revenues (cash and checks) received by a department shall be submitted to the Selectmen's office on a weekly basis. For the Highway Department – recycling/holding area revenues shall be submitted twice a week – each Monday and Thursday. The Selectmen's Office shall make a bank deposit no later than Friday of each week, unless cash receipts exceeds \$2,500, then the deposit shall be made within two business days.
- d. The Board discussed Old Home Day Activities and the Winnepesaukee River Multipurpose Trail Ribbon Cutting Ceremony.

III. Adjournment:

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

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
June 28, 2005**

Minutes

Present: Sel. Dearborn, Sel. Knowlton. Sel. Bluhm excused. Chairman Dearborn called the meeting to order at 7:00 p.m. Also present was J. Fulweiler, M. Summersett and S. Hilliard.

I. General Business:

- A. The Board reviewed and approved accounts payable and payroll manifests.
- B. The Board reviewed general correspondence.
- C. Motion by Sel. Knowlton, second by Sel. Dearborn to accept and place on file the minutes of the 6/21/2005 Board of Selectmen's meeting as amended: Section II, C, last sentence add "...unless cash receipts exceeds \$2,500, then the deposit shall be made within two business days." Motion adopted.

II. Public Appointments:

- A. Kevin Waldron present to discuss his concerns about the Tilton Northfield Fire District, i.e. lack of citizen input and involvement and Northfield's withdrawal from the district. The Board recommended that he address his concerns with the Fire Commissioners and suggested that he review the RSA's pertaining to Village districts regarding submission of warrant articles to amend by-laws, etc. so that his concerns can be addressed by the fire district annual meeting.
- B. Mr. & Mrs. Thomas Berthiaume and Mary Todt present to discuss recent road wash outs on Hodgdon Road and Zion Hill Road. The Board asked Lisa Martin, the Town's consulting engineering hired to prepare a drainage study, to explain the scope of services and the process to obtain a wetland's permit from the NH Dept. of Environmental Services. The Town will be moving forward on her recommendations as soon as possible.
- C. The Selectmen met with the members of the Budget Committee, Chairman George Corliss, Jr, Steve Randall, Aurlow Stanley, Linda Pardy, Dave Curdie and Leif Martinson to discuss the over expenditure in the police special detail line item. Following discussion, in accordance with RSA 32:11 Emergency Expenditures and Over