

**Town of Northfield
Board of Selectmen's Meeting
Northfield Town Hall
21 Summer Street
Northfield, NH 03276**

October 3, 2006

Minutes

Present: Sel. Knowlton and Sel. Bluhm. Sel. Brown was excused. Chairman Knowlton called the meeting to order at 7:10 p.m. Also present were J. Fulweiler and M. Summersett.

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. Bluhm, second by Sel. Knowlton to accept and place on file the minutes of the September 19, 2006 Board of Selectmen's meeting. Motion adopted.

II. Public Appointments:

Dennis Manning was present. The Town conveyed .529 acres to Manning Brothers Wood Products in accordance with the 2006 Town Meeting Warrant Article. The Town's Attorney prepared the Purchase & Sale Agreement, the Quit Claim Deed and the NHDRA forms. The final settlement costs were: Sale Price - \$3,000; Surveying - \$835; Attorney's Fees - \$384; MCRD Recording Fees - \$117.26. Total for Sale of Town Property = \$4,336.26.

II. Highway Department:

M. Summersett present to discuss general Highway Department matters. He provided status reports on fall highway department projects.

The Board discussed the final revisions of the driveway regulations, snow removal and weight limit ordinance to be forwarded to Attorney Mayer.

The Board discussed revising the Class VI Road policy to add a provision that road improvement plans must be approved by an engineer.

The Board discussed items to be included in the 2007 Highway Department Equipment budget.

III. Town Administrator:

The Board discussed a complaint letter from a resident on Wethersfield Drive regarding wetlands violations. J. Fulweiler will research.

Motion: Motion by Sel. Bluhm, second by Sel. Knowlton to adopt the Richard P. Smart Conservation Area ordinance and management plan.

Vote: 2 – 0, motion adopted.

The Board was informed that the 2007 Budget Request Forms have been distributed and are due back October 15, 2006.

IV. Adjournment:

There being no further business, the Board voted to adjourn at 9:30 p.m.

**Town of Northfield
Board of Selectmen's Meeting
Northfield Town Hall
21 Summer Street
Northfield, NH 03276**

October 17, 2006

Minutes

Present: Sel. Knowlton, Sel. Bluhm and Sel. Brown. Chairman Knowlton called the meeting to order at 7:05 p.m. Also present were J. Fulweiler and M. Summersett.

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. Bluhm, second by Sel. Knowlton to accept and place on file the minutes of the October 3, 2006 Board of Selectmen's meeting. Motion adopted.

II. Public Appointments:

Lisa Martin was present and provided a status report on the Oak Hill Road Bridge Replacement Project. The substantial completion date was October 9, 2006. J. Fulweiler and L. Martin will reconcile the account as soon as the final payment requests are made and then submit for reimbursement to NHDOT for 80% of the total project cost. The Town will hold the retainer for one year. J. Fulweiler will record a discharge of temporary easement for Mr. Bussiere as he had requested. L. Martin said she would prepare a press release.

Lisa Martin provided a status report on the Hodgdon Road/Zion Hill Project. Dig safe has been contacted, culverts and catch basins have been ordered. Additional survey work has been completed. M. Summersett will schedule the work with K. Partridge Construction. It is anticipated that this improvement along Hodgdon Road may eliminate the future need to construct a detention pond on Mr. Southwick's property (Phase V of the Project). M. Summersett reported that Bert Southwick's drainage culvert has been repaired and the gravel/stone has been cleaned up from his field. The broken drainage pipe in his field off Forrest Road still needs to be fixed. L. Martin will prepare a budget estimate for the

next phase of the work to be completed in FY 2007. The Brooks pond easement needs to be reviewed to see what the limits are as we may need to expand for the dredge and fill permit. The Berthiaume/Couto dredging work will be completed next year because of the permitting involved. Also, the Town will be looking at whether or not easements are needed for drainage work along Hodgdon Road abutting the Boudreau and Vittek parcels.

Regarding Planning Board construction inspection services, L. Martin reported that Cross Mill Village Associates has been complying with NHDES. The Board was informed that DM Barton reimbursed the Town for damage they caused to Cross Mill Road. The REI Development off Hodgdon Road still needs to fix some erosion on Zion Hill Road.

The Board questioned the status of the FEMA Twin Bridge Road Hazard Mitigation Grant. J. Fulweiler will contact Dick Verville at NHOEM and inquire if and when funds would be available.

L. Martin and J. Fulweiler will prepare a report on Knowles Pond Dam repairs for the NRCS grant.

II. Highway Department:

M. Summersett reported that he has finished grading the Surrette site. He still needs to grade behind the Manning Brothers property. Equipment is being readied for the winter. The Board approved his request to hire a small contractor to do the smaller follow-up paving projects. He still needs to review with Lisa Martin the Arwood's drainage culvert and drainage improvements to be made to Forrest Road above the Loranger property. Work still needs to be done on the dirt end of Bean Hill.

M. Summersett reported on his conversation with Padula paving contractors regarding a potential wetlands violation off 30 Bay Street.

M. Summersett informed the Board of a Waste Oil Grant application to have the waste oil burners inspected and cleaned, however they need to be brought up to code first. The Board authorized the expenditure of funds to bring the furnaces up to code.

The Board was informed there would not be any FEMA funds to purchase a generator for emergencies. M. Summersett will provide the Board with estimates on a generator that can run the fuel pumps, light and heat. Work has started on the Town's emergency operating plan update.

The Board agreed to set the COOP GAT at 3,300 tons for 2007.

The Board agreed to schedule a public hearing on Tuesday, October 31, 2006 at 7:00 p.m. on 1) Town of Northfield Class VI Road Policy Revisions; 2) an ordinance pertaining to snow removal and vehicle weight limits; and 3) Driveway Permits/Standards and Regulations.

M. Summersett discussed budgeting for the purchase of a new skid steer in FY 2007 as the current one needs to be replaced. He is looking into grants to help offset the cost.

III. Town Administrator:

J. Fulweiler informed the Board that Laura Messer (former Town Animal Control Officer) called. She will be submitting a request to use the Pines Horse Rink for high school equestrian team practices. According to M. Summersett, there would not be any problem with parking horse trailers after 3:30 p.m. or on the weekends at the Highway Garage.

The Board discussed the location of the skateboard park proposed by Project TNS (in between the horse rink, baseball field and Pines Community Center). Sel. Knowlton stated he conducted a site visit and his concerns about the initial location (next to the Police Station) concerns have been addressed. The Board was in agreement that the request should be brought before Town Meeting showing the proposed layout and a detailed operation and maintenance plan.

The Board approved the Conservation Commission's request to take over the responsibilities of the Knowles Pond Conservation Area Stewardship/Management Committee. The KPCA/SMC would continue to be volunteers, however the Conservation Commission will assume the day-to-day responsibility.

The Board approved the Conservation Commission's request to have Attorney Mayer prepare any documents that may be necessary to clarify access to the Richard P. Smart Conservation Area through the Dunlop property at the end of Coffran Ave.

The Board discussed Christopher Hunt's request regarding the Board's position on improvements to Scribner Road. The Board was in agreement they would like to see any potential developer's conduct traffic impact studies. If the data can support that it would benefit the Town as a whole to upgrade the road to Class V and would be in compliance with the Town's master plan. The Board discussed the FAL excavation permit application regarding whether or not a buffer along Route 140 should be required as part of the approval.

J. Fulweiler provided a report on Phases I & II of the Winnepesaukee River Trail Project. Following a meeting with NHDOT Bureau of Rail & Transit officials, a revised temporary use agreement to design and construct the trail in the their right of way will be prepared which will include signatures for the Tilton Selectmen.

The Board received copies of the Outside Agency Budget Requests and will review at the next Selectmen's meeting. The Board agreed to require the department budget requests to be submitted by Monday, October 30, 2006. The Board will meet on Monday, October 30, 2006 instead of Tuesday, October 31st.

The Board signed the MS1 form. The assessed value we gained in 2006 due to new construction was reduced by the water company exemption and the Keyspan abatement. Keyspan for 2005 is still pending before the BTLA. Cheryl Pratt, the Town's auditor will be meeting with J. Fulweiler, R. Seymour and J. Huckins on October 24, 2006.

The Board was informed that a community newsletter would be published within the next couple of weeks.

The Board discussed the Northfield Sewer Districts request to purchase land from the Town to construct a storage shed. The Board agreed to include their space needs in any plans the Highway Department has to increase their cold storage space.

IV. Adjournment:

There being no further business, 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**

October 24, 2006

Minutes

Present: Sel. Knowlton, Sel. Bluhm and Sel. Brown. Chairman Knowlton called the meeting to order at 7:01 p.m. Also present were J. Fulweiler, S. Hilliard and M. Summersett.

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. Bluhm, second by Sel. Knowlton to accept and place on file the minutes of the October 17, 2006 Board of Selectmen's meeting as amended with reference to the discussion on the skate board park. Motion adopted.

II. Police Department:

Chief Hilliard was present to discuss general police department matters. He provided an update on staffing needs. The Board spoke with the Chief and suggested that he put his request for a separation agreement/package in writing for the Board's consideration.

III. Highway Department:

M. Summersett discussed the need to purchase a generator in the 2006 budget. J. Fulweiler to ask Nancy St. Laurent, NHOEM for a letter explaining that no funds are available for the purchase of a generator. M. Summersett will provide a cost breakdown.

M. Summersett informed the Board that Bruce Brown has been rehired.

M. Summersett provided discussed the progress at the Surette Site, Manning Brothers request to install a catch basin at his own expense, Zion Hill/Hodgdon Road drainage improvements, FY 2007 road projects and equipment purchases.

IV. Town Administrator:

The Northfield Sewer District Commissioners have requested to meet with the Selectmen on Monday, October 30th to discuss what the Board thinks is in the best interest of the sewer users and the Town – to have the Northfield Sewer District continue totally separate from the Town or should the Town take the necessary steps to take over the sewer function completely.

The Board was asked to participate in a 4-H Election Event on 11/6/2006 at the Town Hall.

No Selectmen's meeting next week due to elections.

V. Adjournment:

There being no further business, the Board voted to adjourn at 9:30 p.m.

**Town of Northfield
Board of Selectmen's Meeting
Northfield Town Hall
21 Summer Street
Northfield, NH 03276**

October 30, 2006

Minutes

Present: Sel. Knowlton, Sel. Bluhm and Sel. Brown. Chairman Knowlton called the meeting to order at 7:05 p.m. Also present were J. Fulweiler and M. Summersett.

I. General Business:

- A. The Board reviewed and approved accounts payable and payroll manifests.
- B. The Board reviewed general correspondence.
- C. The minutes of the October 24, 2006 meeting were available but not yet typed for adoption by the Board.

II. Public Hearing:

Chairman Knowlton opened the public hearing at 7:06 p.m. to receive comments on Revisions to the Town of Northfield Class VI & Private Road Policy; an Ordinance pertaining to snow removal and vehicle weight limits; and revised Driveway Permits/Standards and Regulations. J. Fulweiler explained that the Driveway Standards will also be adopted by the Planning Board in the Town's Subdivision and Road Design Standard Regulations. There being no public comment, the Chairman closed the public hearing at 7:10 p.m.

Motion: Motion by Sel. Bluhm second by Sel. Brown to adopt the revisions to the Town of Northfield Class VI & Private Road Policy; an Ordinance pertaining to snow removal and vehicle weight limits; and revised Driveway Permits/Standards and Regulations as presented.

Vote: Motion adopted 3-0.

J. Fulweiler to prepare in final format for the Board's signature, forward to the Town Clerk, Planning Board, Police Department and Code Enforcement Officer.

III. Highway Department:

M. Summersett present to discuss general Highway Department matters. He reminded the Board that we still need to adopt a "No Through Trucking" ordinance and he provided the Board with a status report on the Oak Hill Road Bridge regarding changes to drainage.

IV. Public Appointments:

Motion by Sel. Bluhm, second by Sel. Brown to enter non-public session under RSA 91-A3, II ©. On a unanimous roll call vote, the Board entered non-public session at 7:34 p.m. with J. Fulweiler, Tom Beaulieu, George Flanders and Roland Seymour to discuss the future of the sewer district in respect to the Town's involvement, staffing needs and responsibilities. Motion by Sel. Bluhm, second by Sel. Brown to not publicly disclose the minutes because divulgence of the information likely would affect adversely the reputation of any person other than a member of the board itself or render the proposed action ineffective. Motion adopted on an unanimous roll call vote. Motion by Sel. Bluhm, second by Sel. Brown to reconvene the public session. On an unanimous roll call vote, the Board reconvened the public session at 8:37 p.m.

V. Town Administrator:

J. Fulweiler informed the Board that NHDES Winnepesaukee River Basin Project has denied Ode Cormier's request for additional sewer hook ups for his proposed new lots off Riverside Business Park Drive.

Mr. Richard Verville from FEMA will be conducting a site visit of Twin Bridge Road for potential hazard mitigation funding.

The Board approved street names for the internal roads in Cross Mill Village.

The Board was provided a status report Phase II of the Winnepesaukee River Trail Project. J. Fulweiler will be meeting with the Tilton Selectmen on November 9th to obtain signatures on the Memorandum of Understanding and the Temporary Rail Use Agreement.

The Board will consider potential names for the park at the former Surette Battery site.

The Board reviewed the FY 2007 Outside Agency Budget Requests.

VI. Adjournment:

There being no further business, the Board voted to adjourn at 10:45 p.m.