

**Town of Northfield
Board of Selectmen's Meeting
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
December 5, 2006**

Minutes

Present: Sel. Knowlton, Sel. Bluhm and Sel. Brown. Also present Joyce Fulweiler and M. Summersett. Sel. Knowlton called the meeting to order at 7:00 p.m.

I. General Business:

The Board reviewed and approved accounts payable and payroll.

The Board reviewed general correspondence

Motion by Sel. Bluhm, second by Sel. Brown to accept and place on file the minutes of the 11/28/2006 Selectmen's meeting. Motion adopted unanimously.

Motion by Sel. Bluhm, second by Sel. Brown to accept and place on file the minutes of the 11/30/2006 emergency meeting as amended. Motion adopted unanimously.

II. Town Administration:

The Board signed the Tax Anticipation Note papers.

The Board signed the Memorandum of Understanding between the Town of Northfield, the Town of Tilton and The Winnepesaukee River Trail Association, Inc. regarding Phase II of the Multi Purpose Trail.

The Board agreed to change their regular meeting time to 6:00 p.m. on Tuesdays.

The Board reviewed and approved the Birch Hill Kennels Agreement for providing animal control services to the Town of Northfield for \$650.00 per month.

III. Highway Department:

The Board approved M. Summersett's request to over expend the vehicle maintenance line item.

The Board reviewed and discussed the 2007 Highway budget.

M. Summersett provided a Winter Snow Policy for the Board's review and adoption. The Board suggested that he have the Town's representative also review the policy.

The Board approved the installation of a streetlight at the intersection of Route 140 and Shaker Road. The Selectmen will request permission from NHDOT first since the pole is located in their right of way.

The Board did not approve the request for an installation of a streetlight on Bay Hill Extension upon the recommendation of the Highway Department and Police Department.

IV. Non Public Session:

A motion was made by Sel. Bluhm, second by Sel. Brown to enter non-public session under RSA 91-A:3, II (a). The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. On a unanimous roll call vote, the Board entered non public session at 8:30 p.m. Also present in the non-public session was J. Fulweiler.

Motion by Sel. Bluhm, second by Sel. Brown to seal the minutes because (a) divulgence of the information likely would affect adversely the reputation of any person other than a member of the body or agency itself, and (b) render the proposed action ineffective. Motion adopted on a unanimous roll call vote.

Motion by Sel. Bluhm, second by Sel. Brown to reconvene the public session at 9:30 p.m. Motion adopted unanimously on a roll call vote.

V. Adjournment:

There being no further business before the Board, it was moved and seconded to adjourn. The meeting adjourned at 9:30 p.m.

**Town of Northfield
Board of Selectmen's Meeting
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
December 12, 2006**

Minutes

Present: Sel. Knowlton, Sel. Bluhm and Sel. Brown. Also present Joyce Fulweiler, M. Summersett, S. Hilliard and S. Adams. Sel. Knowlton called the meeting to order at 6:00 p.m.

I. General Business:

The Board reviewed and approved accounts payable and payroll.
The Board reviewed general correspondence.

II. Code Enforcement Officer:

D. Dickson present for general discussion. The Board approved adding another line to the Town's US Cellular account. D. Dickson will prepare an agreement for the Board's signature that he is responsible for the additional cost.

III. Highway Department:

The Board approved M. Summersett's request to over expend the vehicle maintenance line item.

The Board reviewed and discussed the 2007 Highway budget. M. Summersett will check with L. Martin regarding the budget estimate for Zion Hill/Hodgdon Road Drainage.

Adoption of the Winter Snow Policy is still pending.

IV. Police Department:

Following discussion with S. Hilliard and S. Adams, motion by Sel. Brown, second by Sel. Bluhm to purchase the following equipment under the NH Highway Safety Grant Program: (2) two radar units and (1) one video camera for a total of \$9,990 in the 2006 Budget. The Town will be receive 50% reimbursement for the radar units in 2007. The Town will apply for another video camera in 2007, which will also be reimbursed 50%. Motion adopted unanimously.

The Board discussed the ACO contract, police department vehicle inventory and mileage,

V. Town Administration:

Motion by Sel. Knowlton, second by Sel. Brown to adopt the ICMA-RC's amended model 457 document to be placed on file. Motion adopted.

The Board discussed the recent Tilton Northfield Fire District Special Meeting. Sel. Knowlton discussed his recent conversation with Attorney Mayer who advised that the Town cannot make any additional payments to the Fire District pending their tax rate setting issue with NHDRA. The Board needs to request a refund of the overpayment made in 2006. The Board agreed that TNFD is a separate jurisdiction from the Town of Northfield and therefore, should not participate in the TNFD's tax rate appeal to NHDRA.

The Board discussed the cost to conduct a search a search for the Police Chief.

VI. Non Public Session:

A motion was made by Sel. Brown, second by Sel. Bluhm to enter non-public session under RSA 91-A:3, II (b) – the hiring of any person as a public employee. On a unanimous roll call vote, the Board entered non public session at 8:00 p.m. Also present in the non-public session was J. Fulweiler.

Motion by Sel. Bluhm, second by Sel. Brown to seal the minutes because (a) divulgence of the information likely would affect adversely the reputation of any person other than a member of the body or agency itself, and (b) render the proposed action ineffective. Motion adopted on a unanimous roll call vote.

Motion by Sel. Bluhm, second by Sel. Brown to reconvene the public session at 8:40 p.m. Motion adopted unanimously on a roll call vote.

V. Adjournment:

There being no further business before the Board, it was moved and seconded to adjourn. The meeting adjourned at 8:45 p.m.

**Town of Northfield
Board of Selectmen's Meeting
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
December 19, 2006**

Minutes

Present: Sel. Knowlton, Sel. Bluhm and Sel. Brown. Also present Joyce Fulweiler, M. Summersett. Sel. Knowlton called the meeting to order at 6:07p.m.

I. General Business:

The Board reviewed and approved accounts payable and payroll.

The Board reviewed general correspondence.

Motion by Sel. Bluhm, second by Sel. Brown to accept and place on file the minutes of the 12/5/2006 and 12/12/2006 Board of Selectmen's meetings. Motion adopted unanimously.

II. Town Administration:

J. Fulweiler provided an update on the Town Clerk/Tax Collector's office – tax bills will be mailed out next week as NHDRA has agreed to allow the TN Fire District to use their operating budget figure adopted at District meeting for the assessment amount. This increases the TNFD tax rate from \$1.29 to \$1.68 per thousand dollars of assessment value.

The Board received a proposal from the Local Government Center for professional recruitment services – the Board agreed to review and discuss at their next meeting.

III. Highway Department:

The Board discussed storage of the Northfield Sewer District equipment. The Board agreed to meet with the Northfield Sewer District commissioners.

M. Summersett reported that the Town's insurance representative at Property Liability reviewed the Town of Northfield Highway Department Snow Removal Policy and approved it. The Board approved the Town of Northfield Highway Department Snow Removal Policy.

M. Summersett provided a status report on general highway department operations.

The Board approved his request to purchase a replacement fax machine.

M. Summersett reported that he will have an updated Transportation Improvement Plan (TIP) by January 5th which is part of the Capital Improvements Program (CIP). Sel. Brown stated that the Chairman of the CIP Committee, Fran LaBranche wanted to schedule a CIP meeting as soon as possible so that they can update the CIP for printing in the Town Report.

M. Summersett reported that he will have a vacancy for a Highway Mechanic as Richard Clark will be retiring December 29, 2006.

IV. Adjournment:

There being no further business before the Board, the Board voted to adjourn at 9:00 p.m.