

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
NORTHFIELD TOWN HALL
21 SUMMER STREET NORTHFIELD, NH
NOVEMBER 6, 2007**

MINUTES

PRESENT: Sel. Stephen Bluhm, Sel. Glen Brown, Sel. Debra Shepard.

OTHERS PRESENT: Mike Summersett, Chief Scott Adams, Dana Dickson, Glenn Smith, Mary Ahlgren, Rose Marie Welch, Katie Duffey, Gino Cerullo, Pat Troy, Gretchen Wilder, William Wilder, Kevin Waldron.

The meeting was called to order at 6:32pm by Chair Stephen Bluhm.

I. General Business

A. Public Comments

The Chair recognized Mr. Cerullo. Mr. Cerullo outlined his concerns about drainage, ditching and grading along Caveney Drive, which abuts his property. He also inquired about paving the road. Selectman Bluhm reviewed responsibilities for maintaining driveway culverts once they are installed and town ditching practices. Mike Summersett reviewed the cost of paving a road and explained that bus routes and main roads have the highest priority for paving. He asked that Selectboard members visit the site before a decision is made about this. The discussion was continued to the next meeting.

Katie Duffey, the new Executive Director of the Pines Community Center, introduced herself and reviewed goals for the Center.

Board members inquired of Pat Troy as to the possibility of Project TNS coordinating its proposed after school programs with those at the Pines Community Center. Mr. Troy responded that traditionally this hasn't been done, but that it could be. Board members explored the possibility of charging parents to help offset the requested appropriations for Project TNS. Ms. Duffey reported that the Pines charges \$90/month for its after school programs. Mr. Troy responded that Project TNS tries to keep their programs accessible but will explore establishing a fee schedule. He will fax over some information about this shortly.

Kevin Waldron questioned the need for an emergency generator at the Highway Department. Board members and Mike Summersett reviewed the need for this equipment. There was a general discussion about the generator, its cost and its capacity.

Mr. Waldron inquired about the reimbursement grant for the skid steer and was told that the Town had received partial reimbursement from the State for this, but that it had been much less than expected. The State informed towns that it had reduced the amount of the reimbursement as it spread the available funds over more towns than originally anticipated.

Mr. Waldron asked if TNFD had ever returned funds to the town and was told that to the best of our knowledge they had not.

Mr. Waldron asked if the Selectboard would be in favor of having an elected budget committee. Sel. Brown responded that he was in favor of the idea, Sel. Shepard and Sel. Bluhm said that they would have to give the idea more thought before responding. Sel. Bluhm noted that the question would have to be brought before the voters and asked Glenn Smith to research the process by which this could be done.

Gretchen Wilder spoke about recent emails that had circulated concerning the Tilton/Northfield Fire District.

Mary Algrehn distributed the staffing plan for Hall Memorial Library that the Board had requested. A general discussion about Library staffing followed.

II. Police Department

Chief Adams reviewed his 2008 budget request with the Board members in detail.

IV. Highway Department

Mike asked the Board if they had reached a decision as to whether he should purchase a new computer or pay to have a used machine refurbished. Board members authorized him to purchase a new computer, as the cost is less than the cost of refurbishing the old machine.

V. Administration

Glenn reviewed the current Account Clerk/Secretary vacancy. He proposed a recruitment schedule and distributed a proposed recruitment advertisement. The Board authorized him to proceed with the recruitment. He also reviewed proposed changes to the computer

system; the Board approved reconfiguring the email system to allow for greater security and enhancing the network to allow for a greater level of support services from BMSI.

Glenn distributed the proposed Budget Committee schedule.

Glenn reported on his conversation with Attorney McGuffin concerning the Charles Sargent situation. Mr. McGuffin agrees that Mr. Sargent won his case against the Town and noted that this ruling only invalidated a cease and desist order that had been previously issued by the Town. It did not require that the Town issue Mr. Sargent a Certificate of Occupancy, as has been claimed by Mr. Sargent. In order to obtain a Certificate of Occupancy Mr. Sargent has to go through the inspection process.

Sel. Brown moved, Sel. Shepard seconded to approve the minutes of the meeting of October 30, 2007 as amended. **Motion passed.**

Sel. Shepard moved, Sel. Brown seconded to adjourn at 9:15 pm.

APPROVED BY THE NORTHFIELD SELECTBOARD ON NOVEMBER 13, 2007

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
NORTHFIELD TOWN HALL
21 SUMMER STREET NORTHFIELD, NH
NOVEMBER 13, 2007**

MINUTES

PRESENT: Sel. Stephen Bluhm, Sel. Glen Brown, Sel. Debra Shepard.

OTHERS PRESENT: Mike Summersett, Chief Scott Adams, Lisa Martin, Glenn Smith, Mark Hayes, Janice Lindbloom, Gail Ober

The meeting was called to order at 6:31pm by Chair Stephen Bluhm.

I. General Business

A. Approval of Minutes

Sel. Shepard moved, seconded by Sel. Brown to approve the minutes of the meeting of October 23rd as presented. **Motion Passed**

Sel. Brown moved, seconded by Sel. Shepard to approve the minutes of the meeting of November 7th as amended. **Motion Passed.**

B. Public Comments

Discussion of Mr. Cerullo's concerns about drainage along his property was postponed, as he was not present.

The Chair recognized Mr. Hayes, who reviewed his request to move forward with a proposed 2005 proposed agreement between Gravity Mountain Inc. and the Town. Under the proposed agreement Gravity Mountain Inc. would grant the Town access over its property to an adjacent parcel that is owned by the Town. In exchange, the Town would grant Gravity Mountain Inc. limited use of its adjacent land.

The Board and Mr. Hayes reviewed the proposal, relevant maps and ways of moving forward. Mr. Hayes was advised to contact the Planning Board, Conservation Commission and Boy Scouts about his plans to construct trails on the Town property. Mr. Hayes and Glenn Smith will work on updating the proposed 2005 agreement.

Lisa Martin reviewed the Twin Bridge Road project, noting the article that was passed at the most recent town meeting, required engineering work and the likelihood of obtaining FEMA mitigation funding. Mike Summersett agreed to

look into what road improvements could be accomplished with the \$20,000 approved by the voters. Lisa Martin will try to get a better idea from FEMA as to the chance that the Town would be awarded a grant if we do the necessary engineering work.

There was a general discussion of the drainage problems resulting from Mr. Hastie's work on his property on Cornerstone Drive.

II. Highway Department

Mike updated the Board on a failed culvert on Forrest Road. He and Lisa are working on an emergency permit to replace the culvert. The estimated cost for the culvert is \$5,000. Consensus of the Board was to move forward with this.

There was a general discussion of water problems on Granite Street.

IV. Administration

Glenn reviewed the recruitment process for the Account Clerk/Secretary position. He also informed the Board that our meeting with DRA concerning this year's tax rate is scheduled for Thursday.

V. Police Department

Chief Adams distributed his updated budget request. The Board and the Chief reviewed the request in detail.

VI. 2008 Budget Preparation

The Board reviewed budget requests from the Red Cross, Hall Memorial Library, Project TNS and the Police Department.

Sel. Brown moved, Sel. Shepard seconded to adjourn at 10:25 pm.

APPROVED BY THE SELECTBOARD ON NOVEMBER 20, 2007

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
59 REGIONAL DRIVE, CONCORD, NH
NOVEMBER 15, 2007**

MINUTES

PRESENT: Sel. Stephen Bluhm, Sel. Debra Shepard.

OTHERS PRESENT: Jaime Dow, Glenn Smith

The meeting was called to order at 1:10pm by Chair Stephen Bluhm.

I. General Business

The Board reviewed tax rate spreadsheets with Ms. Dow.

There being no other business, the meeting adjourned at 2PM.

APPROVED BY THE SELECTBOARD ON NOVEMBER 20, 2007

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
NORTHFIELD TOWN HALL
21 SUMMER STREET NORTHFIELD, NH
NOVEMBER 20, 2007**

MINUTES

PRESENT: Sel. Stephen Bluhm, Sel. Glen Brown, Sel. Debra Shepard.

OTHERS PRESENT: Mike Summersett, Chief Scott Adams, Kevin Waldron, Greg Hill, Wes DeSousa, Gail Ober

The meeting was called to order at 6:37pm by Chair Stephen Bluhm.

I. General Business

Establishing of Tax Rate

The Board considered the proposed tax rate of \$22.93, reviewing the materials received from DRA.

Board members signed the warrant authorizing the Clerk to commence collection

II. 2008 Budget Preparation

The Board reviewed budget request from the Police Department with Chief Adams in detail.

The Board reviewed the budget request from the Public Works Department with Mike Summersett in detail.

III. Administration

Glenn updated the Board on the recruitment for the Account Clerk/Secretary position.

IV. Approval of Minutes

Sel. Shepard moved, seconded by Sel. Bluhm to approve the minutes of the meeting of November 13th as presented. **Motion Passed**

Sel. Shepard moved, seconded by Sel. Bluhm to approve the minutes of the meeting of November 15th as amended. **Motion Passed.**

Sel. Shepard moved, Sel. Brown seconded to adjourn at 9:25 pm.

APPROVED BY SELECTBOARD ON NOVEMBER 27, 2007

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
NORTHFIELD TOWN HALL
21 SUMMER STREET NORTHFIELD, NH
NOVEMBER 27, 2007**

MINUTES

PRESENT: Sel. Stephen Bluhm, Sel. Glen Brown, Sel. Debra Shepard.

OTHERS PRESENT: Chief Scott Adams, Kevin Waldron, Greg Hill, Glenn Smith

The meeting was called to order at 6:36pm by Chair Stephen Bluhm.

I. General Business

Review of the minutes of the meeting of November 20, 2007.

Sel. Shepard moved, Sel. Brown seconded to approve the minutes as presented.

Motion passed.

Chair Bluhm reminded the Board members that the Education Committee will make a presentation next week.

II. 2008 Budget Preparation

The Board reviewed the Police Department computer services budget request with Chief Adams. The Chief reported that the current file server will not support the new IMC system that is being proposed to bring the Police computer system in line with that used by the state.

There was a general discussion of computer services contracts.

The Chief and the Board discussed the use of comp time. Sel. Bluhm instructed Glenn to draft a proposed policy for next week's meeting.

The Board reviewed the budget request from the Public Works Department.

III. Administration

Glenn presented the 2006 audit figures emailed down from the town auditor. He also updated the Board on the recruitment of a new Account Clerk/Secretary.

Sel. Shepard moved, Sel. Bluhm seconded to adjourn at 8:52 pm.

APPROVED BY THE SELECTBOARD ON DECEMBER 11, 2007