

**NORTHFIELD BOARD OF SELECTMEN
MINUTES OF THE MEETING OF November 9, 2010**

Present: Sel. Bluhm, Sel. Knowlton, Sel. Ziminsky
Also Present Glenn Smith, Bob Southworth, George Griffin, Jim Doane, Peg Shepard, Kevin Waldron, Mary Ahlgren, Jim Bouchard, Maureen Bouchet. Sandra Beaudry, Chris Hunt, Joe Newton, Bruce Brown.

Meeting was called to order at 6:00 pm

Knowlton/Ziminsky moved to enter into non-public session under the provisions of RSA 91-A3II (a) at 6:00pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Bob Southworth, Glenn Smith. **Ziminsky/Knowlton** moved to reconvene the public session at 6:40pm. **Motion passed by unanimous roll call vote.**

1. 2011 Budget Preparation Outside Agencies:

The Chair recognized Sandra Beaudry, of for Child and Family Services who outlined the need for municipal funding to subsidize those families who cannot afford CFS services. She reported an increase in the number of Northfield residents served by her agency.

The Chair recognized Mary Ahlgren, Director of Hall Memorial Library. Board members reviewed the 2011 budget request, including the salary and periodical line items. Board members requested a list of capital improvement items for the library. Mary reported that the chimney and the slate roof both need work. Board members asked that Mary provide the fund balance of building fund and a list of projects that are slated to be paid for out of that fund.

The Chair recognized Peg Shepard, Chair of the Old Home Day Committee, who reviewed the Committee's 2011 budget request. Board members reviewed the request and discussed the OHD fund balance, use of the fund balance and funding between two towns.

The Chair recognized Elise Smith Project TNS. Board members reviewed the TNS proposal and discussed alternative funding, including charging for services and the possibility of funding this program through WRSD.

The Chair recognized Jim Doane, Director of The Pines Community Center, who distributed the information requested by the Board at the last meeting. Board members reviewed information and questioned Jim about his fundraising expectations. Jim responded that his fundraising experience has led him to conclude that the fundraising goals in the budget are realistic. Board members reviewed capital improvement fund and expressed disappointment that there is no detailed capital improvement plan that outlines associated costs.

2. Public Appointments

The Chair recognized Jim Bouchard of QCC who updated the Board concerning Bean Hill Road project wetlands delineation. He asked Board members for authorization to expend \$2,600 for wetlands delineation which needs to be done prior to the first snow. **Knowlton/Ziminsky** moved to authorize the expenditure of an amount not to exceed \$2,600 for wetlands delineation for the

Bean Hill Road project. **Motion passed.**

Jim updated the Board on the status of the Silver Lane culvert. The existing culvert is several decades old and is rusting. Board members discussed the degree repair options, funding and the degree to which replacing this culvert constitutes an emergency. Board members requested an updated engineering estimate for the replacement of all Silver Lane culverts.

3. Highway Department

Interim Highway Superintendent Bob Southworth updated the Board on the 2010 construction projects. Paving on Cross Mill, Bay and Hodgdon Road is complete; the Road Crew is working on installation of shoulder gravel. Road striping is complete; Bob is working with Sealtec on the amount charged as it is different from the bid amount. Board members asked that he review the number of feet of painting included in the town bid. Bob reported that ditching work is continuing on Hodgdon Road.

Bob reviewed the situation he discovered upon accepting the position of Interim Highway Superintendent that the town was storing used oil and other materials at the transfer station and garage in excess of what is allowed under DES regulations. He has arranged for removal of most of these materials, and most materials have already been removed. He has also established a procedure for monitoring the intake of these materials to ensure that we no longer can accumulate more than what is permitted by DES.

Bob reviewed the DES inspection report of the transfer station with Board members and the actions he has taken to address the recommendations of DES. He has proposed building a containment area around to oil tanks as required by DES. The design has been approved by DES. Construction costs will be reimbursed through grant funds. Board agreed by consensus that Bob can move ahead with building the containment system for the Transfer Station as proposed and approved by DES.

Board members reviewed the system Bob Southworth has established to fulfill the federal and state requirements that drivers conduct pre-trip vehicle inspections. George Griffin of DOT outlined the requirements and confirmed that the system Bob established meets state requirements.

Bob Southworth reported that equipment is in good shape for winter except that the sander we purchased for the new truck is too small. Bob is recommending that we purchase a new sander that will work in the F550. He presented three bids for this and is recommending that we purchase a 3.8 cubic yard machine from Donovan at a cost of \$6,500. Bob presented data on the amount of time and money spent reloading sander in prior years, estimated that we can save approximately \$1,100 per year in overtime costs by going with the larger 3.8 cy sander. **Ziminsky/Knowlton** moved to authorize the purchase of a 3.8 CY sander from Donovan as proposed on the condition that the used sander is sold for \$2,500. **Motion passed.**

Board members reviewed the proposal to recruit for on-call snow plow operators. Bob Southworth reviewed the snow plow routes and need for additional drivers. Board members approved by consensus advertising for this position.

Board members reviewed the bids for winter sand. **Ziminsky/Knowlton** moved to accept the bid from Pike Industries for winter sand at a cost of \$4.00/ton. **Motion passed.**

Board members reviewed the request of Maureen Bouchet that the town reimburse her for the replacement of her driveway culvert. She believes that her culvert failed because the town had not properly maintained road culverts on Hodgdon Road uphill from her property. During discussion it was agreed that the town would pave the area over her new culvert. **Ziminsky/Bluhm** moved that the town pay one half of the cost incurred by Gary Bouchard for the replacement of his driveway culvert, a total of \$886 as the town may have contributed to its failure. **Motion passed, Knowlton abstained.**

4. Administration

Board members reviewed a proposed letter to the Tilton Selectboard concerning responsibilities shared by the two towns and authorized sending the letter to the Tilton Board.

Board members reviewed and approved the proposed Whistleblower policy.

Glenn updated the Board on the status of the construction of the Winnepesaukee River Trail and trash left at Surette Park by WRSD football team.

Board members authorized Bob Southworth to spend an amount not to exceed \$400 for an all in one printer for the Highway Garage.

Knowlton/Ziminsky moved to enter into non-public session under the provisions of RSA 91-A3II (c) at 9:50pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Bob Southworth, Glenn Smith. **Ziminsky/Knowlton** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Knowlton/Ziminsky** moved to reconvene the public session at 10:10pm. **Motion passed by unanimous roll call vote.**

5. General Business

Board members reviewed of general correspondence for the week and payroll and accounts payable manifests.

Ziminsky/Knowlton moved to approve the minutes of the meeting of October 26, 2010. **Motion passed.**

There being no other business the meeting was adjourned at 10:15 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON NOVEMBER 23, 2010