

**NORTHFIELD BOARD OF SELECTMEN  
MINUTES OF THE MEETING OF January 12, 2010**

Present: Sel. Shepard, Sel. Bluhm, Sel. Knowlton

Also Present: Geoff Ziminsky, Ginny Timmons, Greg Hill, Kevin Waldron, Chief Adams, Mike Summersett, Glenn Smith

The meeting was called to order at 6:30 pm by Chair Shepard

**1. Public Appointments**

The Chair recognized Ginny Timmons who outlined her request for permission to restart Northfield's community newsletter. She distributed copies of Canterbury's newsletter and a sample one for Northfield. Board members and Ms. Timmons reviewed printing options, whether the work would be done by the town or an independent committee, mailing logistics, ads and the possibility of an on-line newsletter. Ginny's suggestion was to mail an initial newsletter via USPS and work toward an electronic version as needed. Board members asked her to work with Eliza and others on the details of the proposal and come to a future meeting for further discussion and a proposed cost.

**2. Highway Department**

Mike reviewed the status report on Oak Hill Road Drainage Project. QCC believes we cannot deduct the costs the town incurred working on this project as Edmunds bills on a time and material basis, although we can deduct the cost of materials ordered for Edmunds that were not needed. Mike will work with QCC on this.

Mike updated the Board on issues relating to the time clock, negotiations for the sale of scrap metal at the transfer station and projects the crew will be undertaking while there is no plowing to be done.

Mike distributed information he has gathered on energy saving hot water heaters. Small tank or tankless units can be purchased for as little as \$99. Board members reviewed the materials and discussed the logistics of installing such units at the town garage. The Board approved switching out the hot water heaters at the garage as recommended by Mike.

**3. Police Department**

Chief Adams updated the Board on staffing issues.

Chief Adams updated Board members on the status of our two Highway Safety Grants in 2009. We did not receive full reimbursement on the DUI enforcement grant because four officers were assigned to the checkpoint and the grant only provided reimbursement for two. With the speed enforcement in school zones grant, the grant only covered activities Monday – Friday 6am – 10am and 2pm – 6pm. A total of 12 of the enforcement shifts occurred in the evening and have been determined to be unreimbursable. In both instances we were not eligible for full reimbursement as we didn't provide the full number of shifts as allowed under the grants. The

bottom line is that the town was reimbursed a total of \$4,200 less than the maximum available for reimbursement.

Chief Adams asked the board about the new special response policy. He is concerned about situations in which the state police may not be able to respond, or at least cannot respond in a timely manner. He advised that the Board consult the town attorney on the matter. Board members noted that the town attorney had drafted the policy and that they were confident that that state police would respond in an appropriate manner.

There was a discussion as to whether the Administrative Assistant needed to be given an unpaid half hour lunch break. Glenn was asked to look into the matter. Board members asked the Chief as to whether officers were allowed to attend medical appointments while on duty. The Chief responded that they were not, the officers are required to check out for these.

#### **4. Town Administration**

Deb Shepard reported that the Recycling Committee is investigating pay as you throw as the best method for reducing trash costs and increasing recycling in town. Canterbury, Concord and many other communities have had very positive responses using this system. There is a good possibility of reduced tipping fee expenses as well as increased revenues from bag sales and sale of recyclable items. The potential net annual revenue from bag sales is \$100,000. The Committee is not ready to bring this to the voters at the 2010 town meeting but would like the Board's permission to investigate further with the goal of bringing it to the voters in 2011. The Board approved the request.

Mike noted that NRRA reported that single stream recycling is not working out the way they had thought it would, PAYT is a much better system for promoting recycling. There was a discussion on segregation of revenues to ensure that funds realized from recycling are used for transfer station improvements.

Deb Shepard noted that we are currently charging commercial haulers \$3 per ton. Most towns charge \$3 - \$15 per ton, we could significantly increase our charge and still be within this rate.

**Bluhm/Knowlton** moved to authorize the Chair to sign a contract with SchoolCare for the provision of health insurance benefits effective February 1, 2010. **Motion passed** and the contract was signed.

Board members approved the draft Selectboard Report for Town Report as modified.

Board members reviewed and discussed the proposed policy on outside employment. **Knowlton/Bluhm** moved to adopt the policy on outside employment. **Motion passed.**

Jamie Knowlton proposed that salary increases be awarded based on merit in the upcoming year. Board members discussed the proposal.

Steve Bluhm noted that the Fire Services Committee had unintentionally overstepped its authority at last week's meeting by appointing someone to fill the vacancy created by the resignation of Mike Summersett. Board members discussed the matter and agreed that the Committee does not have the authority to appoint its own members. They refrained from ratifying the Committee's vote and took the matter under consideration.

**Bluhm/Knowlton** moved to approve the animal control contract with Birch View Kennels for 2010. **Motion passed.**

Board members discussed the animal confinement contract for 2010. The proposed contract calls for one lump sum payment but also has a 30 day termination clause. No provision is made for repayment of funds if the contract is terminated early. Board members asked Glenn to call Don Carpenter with a proposal that the payments be made in quarterly installments and that the contract include a 90 day termination clause.

Board members discussed a request to reduce the speed limit on Cottage Street and decided by consensus that the situation did not warrant action at this time.

**Knowlton/Bluhm** moved to approve the minutes of the meeting of January 5, 2010 as presented. **Motion passed.**

**Bluhm/Knowlton** moved to enter into non-public session under the provisions of RSA 91-A3IIc at 8:45 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Selectboard members. **Bluhm/Knowlton** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Knowlton/Bluhm** moved to reconvene the public session at 9:00 pm. **Motion passed by unanimous roll call vote.**

There being no other business the meeting was adjourned at 9:00pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON JANUARY 19, 2010