

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the Meeting of October 1, 2013**

Present: Sel. Bluhm, Sel. Shepard, Sel. Waldron  
Also Present: Glenn Smith, Bob Southworth, John Raffaelly, Wayne Crowley, Bob Loranger,  
Don Stevens, Dennis Allen, George Flanders

The meeting was called to order at 5:30 pm

**Waldron/Bluhm** moved to enter into non-public session under the provisions of RSA 91-A3Ib at 5:31pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were John Raffaelly, Bob Southworth, Glenn Smith. **Bluhm/Shepard** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Shepard/Bluhm** moved to reconvene the public session at 7:05pm. **Motion passed by unanimous roll call vote.**

The Chair declared a recess at 7:05pm

The meeting was reconvened at 7:11pm

**1. Public Appointments**

The Chair recognized Bob Loranger. Board members, Mr. Loranger and Bob Southworth reviewed the work proposed to address the problem of excess water on Mr. Loranger's property. Board members confirmed that they thought the proposed solution would fix the problem but that if it didn't they would revisit the issue in the spring.

**2. Highway Department**

Highway Superintendent Bob Southworth updated the Board on the UST variance issue. Board members agreed that the town owes WRSD \$3,539.78 due to inaccurate measurements of fuel used over the last several months. Bob stated that the town would be invoiced this amount.

Bob reviewed an invoice from the Water District concerning a riser installed as part of the Granite Street paving project. He does not believe the town should pay this as it was not pre-authorized. Board members agreed to look into the matter and to speak with John Chase. Bob was asked to obtain photos of the site.

Bob asked for permission to start winter hours on October 14<sup>th</sup>. Board members approved.

**3. Police Department**

Acting Chief Raffaelly reported on an incident at Spaulding Youth Center earlier in the day. He is working with SYC staff to develop a protocol for dealing with such situations. He also

informed the Board of a pending grant application for radar patrols, presented a purchase requisition and presented a vacation request, which Board members approved.

#### **4. Administration**

Board members reviewed a recommendation that the town contract with Fairpoint for telephone service. A decision on the matter was deferred.

Board members reviewed a situation concerning a resident, Paul Auger, parking a travel trailer on town land on Arch Street adjacent to his home. Glenn reported that the situation is as reported but that the landowner is also maintaining this piece of land, saving the town the responsibility of doing so. Also, the presence of the travel trailer does not prevent use of the property as an access to Arch Park by any resident. After discussion the Board agreed to allow Paul to park his travel trailer on the town land on the condition that he mow and otherwise maintain the property. Mr. Auger agreed.

Glenn presented a proposed update to the Employee Handbook reflecting the decisions reached at the previous meeting. Board members asked that revisions be made.

Board members authorized the Mitchell Municipal Group to represent the Town in the matter of the NH Electric Coop assessment appeal.

Don Stevens asked for permission to remove stone from the storage area at the transfer station for the purpose of repairing a drainage ditch in front of his home that he maintains the town improperly installed. Bob said he would take care of the situation.

Dennis Allen inquired as to the hiring process for the Highway Superintendent and the Police Chief. He was told that the Board was working on both issues. He also expressed concerns with speeding on Fiske Road; Acting Chief Raffaely said that he would respond to the matter.

Bob asked for permission to staff the Transfer Station with only one person on Wednesdays. Board members approved.

**Waldron/Bluhm** moved to enter into non-public session under the provisions of RSA 91-A3Ib at 8:40pm. **Motion passed by unanimous roll call vote.** Present at the non-public session was Glenn Smith. **Bluhm/Shepard** moved to reconvene the public session at 9:05pm. **Motion passed by unanimous roll call vote.**

**Waldron/Bluhm** moved to authorize the Town Administrator to enter into an agreement with Fairpoint Communications for telephone service at Town Hall, Town Garage, Police Department, Glines Park and Transfer Station for a two year contract. **Motion passed.**

#### **5. General Business**

Board members reviewed accounts payable, payroll manifests and general correspondence. **Waldron/Shepard** moved to approve the minutes of the meetings of September 9, 2013. **Motion passed.** **Waldron/Shepard** moved to approve the minutes of the meeting of September 17, 2013. **Motion passed.**

There being no other business the meeting was adjourned at 9:10pm

APPROVED BY THE NORTHFIELD SELECTMEN ON OCTOBER 15, 2013