

**NORTHFIELD BOARD OF SELECTMEN
MINUTES OF THE MEETING OF November 15, 2011**

Present: Sel. Ziminsky, Sel. Bluhm, Sel. Swancott
Also Present Brian Tilley, Terry Tilley, Syd Barton, Dave Krause, Dick Maher, Keith Murray, Christine Raffaelly, Beverly Cullen, Eliza Conde, Jason Durgin, George Flanders, Kevin Fife, Scott Hilliard Dawn Shimberg, Jim Doane, Dorene Tilton, Rose-Marie Welch, Jennifer Adams, Carol Plumb, Chief Adams, Bob Southworth, Glenn Smith

The meeting was called to order at 6:30 pm

The Chair opened the Public Hearing on the proposed changes to Ordinance Regulating the Use of Knowles Pond Conservation Area and Access to Knowles Pond From the Town Property and Highways.

Kevin Fife explained that the Conservation Commission has reviewed the activity at the Knowles Pond Conservation area. The Conservation Commission proposes amending the ordinance to prohibit littering, vandalism, kindling fires, camping or the erection of structures. Board members discussed the moving of bob houses onto the pond. Dave Krause spoke in favor of the proposed amendment.

Public hearing closed at 6:40

Bluhm/Swancott moved to accept the proposed amendments to the Ordinance Regulating the Use of Knowles Pond Conservation Area and Access to Knowles Pond From the Town Property and Highways as proposed. **Motion passed.**

2012 Budget Requests

Dawn Shimberg, Director of the Youth Assistance Program reviewed the 2012 YAP request. Overall request has been reduced by about \$9,000 due to reductions in staffing and rent. Board members reviewed budget materials including health insurance costs and the impacts of reductions of state programs on these services, forcing more young people into YAP.

Visiting Nurse Association Director Carol Plumb reviewed the 2012 VNA budget request. Sel. Swancott informed board that in 2010 budget committee reduced Northfield's allotment as VNA was showing a profit from other sources. Sel. Ziminsky inquired about salary increases and was told they were 3% in 2010, but Carol was unsure of increase for 2011. Board members asked that the information be provided to the budget committee. Sel. Bluhm stated that VNA provides a needed service that is worth more than \$1,000 to the people of Northfield.

The Chair recognized Jim Doane who reviewed the events of the last year for TNRC. Fundraising over the past year has improved, with \$40,000 in grants and \$20,000 in building fund donations having been secured. At the same time participation by Northfield residents has increased about 11%. Jim informed the Board that TNRC has started a program to help people who cannot afford fees and have raised \$9,000 for this fund. He also reported that they have incurred significant losses due to break-ins and the elimination of the Head Start program due to State budget reductions.

Jim reviewed the 2012 budget request, which is \$5,000 above what was approved last year to reflect increased expenses relating to building maintenance, health insurance, property insurance. Board members questioned the cost of property and worker's comp insurance over the last couple of years. Sel. Swancott asked for line item detail on building funds. Sel. Ziminsky asked about the increase in the salary line item. Jim responded that this was mostly due to the need for additional part time staff, which was driven by increased attendance. Sel Bluhm asked for breakout for full and part time positions, Jim responded that he would provide this information. Sel. Swancott noted that the health insurance estimate was too high as they used old rates, the actual 2012 rate is lower, saving about \$4,000.

Dick Maher and Keith Murray reviewed the budget request of the Northfield Economic Development Corporation and reviewed the recent efforts of the group. Keith noted NEDC is seeking to move low impact revenue generating projects forward. In response to a question from the Board he indicated that the requested funds will allow NEDC to provide funding to continue working with Capital Region Development Corporation. After discussion the Board agreed to recommend funding in the amount of \$5,000.

The Chair recessed the meeting at 7:43 pm

The Chair reconvened the meeting at 7:46 pm

The Chair recognized Jason Durgin who reviewed his interest in joining the Planning Board.

The Chair recognized Brian Tilley who expressed his concern with work being done in front of his home. Bob Southworth outlined his reason for not removing the catch basin as previously discussed. Bob also reviewed that ledge has prevented installing the pipe as proposed; he has contracted with Ken Partridge who will pound out the ledge to allow the pipe to be installed.

Syd Barton reviewed that his tenant is leaving his property next to the town garage and he wants to give the town first option on purchase of the property. Board members thanked him for the consideration.

Highway and Sanitation Department

Bob Southworth reported that catch basin cleaning has been completed; about 120 have been cleaned this year. Because of the level of material in the catch basins not every basin that needed to be cleaned this year was cleaned. He presented a purchase requisition to cover the additional cost of cleaning, which the Board members signed.

Bob updated the Board that the plow attachment for the tractor has been stolen and reported that the final cleanup for tropical storm Irene will occur on Saturday. He also presented a letter of commitment for the 2012 Household Hazardous Waste Day. Board members deferred signing this until 2011 waste has been removed.

Bob updated the Board on repair needs of grader. Sel. Ziminsky recommends pursuing the recommendation of George Flanders to put another filter in place with finer mesh.

Sel. Swancott asked for a follow-up to the complaint about Shaw Road. Bob reported that after the last meeting he gave the citizen his phone number and asked that he call so they could review

the complaint but as of yet the citizen has not called.

Police Department

Chief Adams and Board members discussed the status of the JAG grant, purchase of vests and the available balance. Chief Adams and Glenn were asked to call the grant administrator about this. Chief Adams indicated that he had reviewed the proposed unpaid leave policy and determined that it is consistent with his departmental policy except in the area of notifying the department if an employee cannot fill his/her shift.

Sel. Swancott inquired as to the motorcycle donation reimbursement checks, only one of which has cleared. Discussion followed. Chief Adams said that, the officers who solicited the donations were given the reimbursement checks to deliver. In response to a question from Sel Ziminsky he said that he personally had delivered checks to Norms Auto Body and Highland Mountain Bike Park.

Chief Adams delivered a sheet summarizing training hours to date. A discussion followed in which Sel Ziminsky inquired as to anticipated training needs in 2012. Chief Adams noted that each officer is required to take four hours of firearm training, four hours of taser training and an additional eight hours of training. Sel. Ziminsky asked the Chief if he had prepared a 2012 training schedule. Chief Adams replied that he had not as he did not have the 2012 training schedule. Sel. Ziminsky noted that the schedule is available and asked that the Chief present an estimate of the training hours and classes for each officer for 2012 so the Board may accommodate this in their budget recommendation.

Bluhm/Swancott moved to enter into non-public session under the provisions of RSA 91-A3IIc at 8:55 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Glenn Smith. **Swancott/Bluhm** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Ziminsky/Bluhm** moved to reconvene the public session at 10:00 pm. **Motion passed by unanimous roll call vote.**

General Business

Board members reviewed general correspondence and payroll & accounts payable manifests. **Ziminsky/ Swancott** moved to approve the minutes of the meetings of November 15, 2011 as amended. **Motion passed.**

There being no other business the meeting was adjourned at 10:04 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON NOVEMBER 22, 2011