

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the Meeting of February 12, 2013**

Present: Sel. Ziminsky, Sel. Bluhm, Sel. Shepard

Also Present: Fred Shepard, Bob Southworth, Lt. Raffaelly, Glenn Smith

The meeting was called to order at 6:30 pm

**1. Public Appointments - None**

**2. Highway and Sanitation Department**

Highway Superintendent Bob Southworth reported that while cleaning culverts of ice build up his crew found two failed culverts that are the responsibility of landowners. After discussion, Board members agreed that Bob is to send the landowners letters notifying them of such and advising that they need to be replaced. Bob also reported that the number of complaints received at the Highway Department dropped from 126 in 2011 to 79 in 2012.

Bob distributed revised 2012 recycling reports for inclusion in the town report, which Board members reviewed. He also discussed with Board members the option of buying an extended warranty for the new truck and whether to go with standard or automatic transmission. Board members opted not to purchase the warranty and go with an automatic transmission.

**3. Police Department**

Lt. Raffaelly presented a purchase requisition for a new color printer. Board members decided to wait until after the budget committee public hearing for this purchase.

Lt. Raffaelly presented a sheet detailing what items the Police Association is seeking to donate to the town. Board members reviewed the information. Sel. Bluhm said that he had a concern as to the way this was done; that the Association solicited a donation with the intent of re-donating the items to the town for installation in a town building without first working with the Selectmen to determine if the town was interested. Both parties agreed that in the future the Selectmen and the Association would work more closely together. Lt. Raffaelly noted that Det. Adams' father and Kevin Waldron have both volunteered to install the new items at no cost. **Ziminsky/Shepard** moved to accept the donation of cabinets and countertops from the Northfield Police Association to be used to refurbish the patrol officers room at the police station. **Motion passed.**

Lt. Raffaelly requested that the north side of Watson Street be designated no parking, saying that when people park on both sides of the street there is not enough room for plow trucks or emergency vehicles to get through. Board members discussed the issue. **Ziminsky/Shepard** moved to designate the north side of Watson Street a no parking zone. **Motion passed.**

#### 4. Administration

Board members reviewed the Selectboard Report for inclusion in the Annual Report.

Board members reviewed the proposed Use of Technology policy. Sel. Ziminsky noted that under this policy town owned cell phones could not be used for personal use. Lt. Raffaely noted that in the PD such phones are used for both personal and town use. Board members discussed the situation and decided that after the new policy is implemented there will be a 30 day grace period to allow employees to purchase their own cell phones so they would not have to use town phones. **Ziminsky/Shepard** moved to adopt the use of technology policy as amended. **Motion passed.** Board members indicated that in the future the Town Administrator will be the contact for cell phone contracts and issues. Glenn Smith noted that there is a unique situation with the Code Enforcement Officer's phone that he will work on resolving before the next meeting.

Board members agreed that the 2013 candidate's night would be held on Wednesday March 6, 2013. They also designated Northfield Town Hall and Southwick School and head-ends for purpose of the proposed new Metrocast franchise agreement.

#### 5. General Business

**Bluhm/Shepard** moved to enter into non-public session under the provisions of RSA 91-A3IIa,e at 7:15pm. **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 7:55pm. **Motion passed by unanimous roll call vote.**

Board members reviewed general correspondence and payroll & accounts payable manifests.

The next meeting date was set for February 11, 2013 at 11am

There being no other business the meeting was adjourned at 8:00 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON FEBRUARY 18, 2013