

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the Meeting of Tuesday, May 5, 2015

Present: Sel. Waldron, Sel. Crowley, Sel. Southworth
Also Present: Don Stevens, George Flanders, Ed Andrews, Dick Stevens, Chief Raffaelly, Glenn Smith, Johnny Van Tassel

The meeting was called to order at 6:00 pm

1. Public Input

Don Stevens inquired as to the status of the Cannon Bridge Clerk of the Works position. He and Town Administrator Glenn Smith updated the Board on recent conversations with Tilton Selectmen about the position.

2. Police Department

Chief Raffaelly distributed a purchase request for a WatchGuard camera, which Board members signed. Board members reviewed pending projects with Chief Raffaelly.

3. Highway Department

Highway Superintendent Johnny Van Tassel reviewed bids received for the Reservoir Road and Oak Hill Road. Board members discussed bid, including unit prices, proposed tonnage and a discrepancy in the information included in the RFP for Reservoir Road, which lists the project area as 1600 feet in length when the actual length is 2050 feet. All bids appeared to be consistent in that bidders bid on the project as it was described in the RFP. It was noted that the bid from Hard Drives included a mistake in the estimated tonnage for Oak Hill Road. **Crowley/Waldron** moved to award the bid for the Reservoir Road and Oak Hill projects to R&D Paving, in the amount of \$205,485.29. **Motion passed.**

Johnny distributed an email from NH Peterbilt, describing additional work that needs to be done on the catalytic converter of Peterbilt truck. Total repair expense is estimated to be \$7,667.87. Board members deferred action on this item. They reviewed and signed a purchase request for culverts.

Johnny reported that an employee has given notice and will be leaving at the end of the week. He also filed a vacation request and reported on the number of vehicles that attended the amnesty event. Sel. Waldron asked for a report showing the number of independent addresses partaking of amnesty day.

Chief Raffaelly asked for contact information for the group interested in maintaining the skate park. Glenn said that he would forward the information to him. Sel. Waldron inquired as to the collapsed culvert on WB Hill Road. Johnny said he is investigating the situation. After discussion, Board members asked Johnny to prepare an RFP for this.

4. Administration

Board members deferred discussion of the proposed mechanic position.

Board members reviewed and signed a revised policy on audio recording of Selectboard meetings. The also reviewed the existing policy on outside employment. Glenn noted that the intent of this policy is to help ensure that employees remain ready to perform their job duties, but that the provisions are covered in other existing policies. **Crowley/Waldron** moved to rescind the Policy on Outside Employment. **Motion passed.** Board members reviewed proposed revisions to the Highway Ordinance. Sel. Southworth reviewed his research on weight limits in other towns. Board members discussed the options and agreed to increase the weight limit to 12 tons. Glenn was asked to bring a revised ordinance to the next meeting.

Board members discussed the appointment of forest fire wardens, deputy wardens and issuing agents. Glenn informed the Board that a representative from the NH Division of Forest and Lands has offered to attend the meeting and answer questions. He was asked to invite the representative to the next meeting.

Glenn informed the Board that he is working on the animal control officer contract and asked for clarification as to whether the Board would prefer to remain with flat fee billing as is done currently or if they would prefer that the town be charged on a per call basis. Board members discussed the issue. Glenn will prepare a draft contract that calls for retaining the flat fee.

Board members reviewed administration pending projects.

Sel. Waldron proposed that the Board delegate authority to sign use of town property requests to the Town Administrator. Board members agreed by consensus.

Board members asked Glenn to invite Michelle Clark to the next meeting to discuss the request of 4H/Winnisquam Winnies to use the horse rink this summer.

5. Non-public Session *RSA91A3-II a*

Waldron/Crowley moved to enter into non-public session under the provisions of RSA 91-A3II a,b at 7:58pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Raffaely, Johnny Van Tassel and Glenn Smith. **Waldron/Southworth** moved to reconvene the public session at 10:12 pm. **Motion passed by unanimous roll call vote.**

Waldron/Southworth moved to seal the minutes of the non-public session as divulgence of the minutes would adversely affect the reputation of a person not a member of the Board. **Motion passed by unanimous roll call vote.**

Glenn reviewed the need to borrow in anticipation of taxes. **Waldron/Crowley** moved to authorize the Town Administrator to draw \$350,000 upon the line of credit at Franklin Savings Bank to cover expenses in anticipation of taxes. **Motion passed.**

Glenn presented a request from a resident concerning posts in the horse rink. He will follow up with the Old Home Day committee on this. He also presented a revised template for the Class VI and Private Road waiver agreement, which Board members approved.

6. General Business

Board members reviewed general correspondence and payroll and accounts payable manifests. **Waldron/Southworth** moved to approve the minutes of the meeting of April 28, 2015. **Motion passed.**

There being no other business the meeting was adjourned at 10:24pm.

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON MAY 19, 2015