

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the meeting of Tuesday September 15, 2015**

Present: Sel. Waldron, Sel. Crowley, Sel. Southworth

Also Present: Alan Grimaldi, Dick Stevens, Chief Raffaely, Andy Buteau, Glenn Smith,

**1. Public Input**

The Chair recognized Alan Grimaldi who expressed concerns that because of the recent paving on Reservoir Road the access to his driveway is so steep so as to be hazardous. Board members discussed the situation, reviewed possible solutions and agreed that the town would remedy the situation.

**2. Police Department**

Chief Raffaely inquired as of the budget schedule and updated the Board on efforts to add insulation to the Police Station. Board members reviewed pending assignments with Chief Raffaely.

**3. Highway Department**

Sel. Southworth reported that he met with representatives of R&D Paving to review concerns with the paving of Oak Hill Road and Reservoir Road. He reported that R&D maintains that the scope of work was changed in the field by the former Highway Superintendent and this resulted in overages. After a site visit to Fiddler's Choice Road R&D agreed to repair the intersection at their expense. The town agreed to repair the driveways at 29 and 140 Reservoir Road and 545 Oak Hill Road at its expense. Town Administrator Glenn Smith was instructed withhold payment until the Fiddler's Choice Road intersection had been repaired.

Board members discussed the status of Shaw Road, Glenn was asked to review this with Dave Krause.

Board members discussed salt and sand purchases with Highway Superintendent Andy Buteau. The Selectmen authorized the purchase of 4 loads of salt from Granite State immediately and the signing of a commitment letter for 1600 tons through the 2015-2016 winter season. Sel. Waldron inquired as to the status of purchasing sand, noting that the town sand pit on Sandogardy Pond Road is unused. Dick Stevens noted that the sand in the pit is very fine and will need to be mixed with rougher material. Board members discussed the advantages and disadvantages of using sand from the town pit. Mr. Stevens said that Albert Cross used to use this sand but stopped doing so due to problems with extracting it. Board members agreed to investigate this option but in the meantime to start stockpiling sand from Pike.

**4. Administration**

Board members reviewed and adopted the proposed budget preparation schedule and 2016 staffing levels.

Glenn reviewed the proposed drug testing program for non-CDL personnel. **Crowley/Waldron** moved to accept the proposed update to Employee Handbook section 3.4. **Motion passed.** Board members approved the proposed contract with LRGH for drug and alcohol testing of non-CDL employees, to include random testing of safety personnel at a rate of 6 drug and alcohol tests per year.

Glenn reviewed proposed changes to the Employee Handbook sections 5.3 and 6.1 required by the implementation of earned leave but which were not included in the update presented in July.

**Crowley/Southworth** moved to accept the proposed changes to the Employee Handbook as outlined in the memorandum dated 9/15/15. **Motion passed.**

Glenn informed the Board that a citizen has offered to donate a desk for use in the Welfare Administrator's office. **Crowley/Southworth** moved to accept the donation. **Motion passed.** He also updated the Board on the status of town hall repairs. The Selectmen instructed him to solicit bids for siding and replacement of doors and windows without a specified completion date and without a brand requirement for vinyl.

Board members affirmed that they still wish to utilize a temporary transfer station use permit.

Board members reviewed the existing policy on abandoned, condemned and fire gutted buildings. Glenn recommended that the policy be rescinded as the Board has the authority to rectify such hazards under existing RSAs and the town policy is not consistent with the RSA. **Waldron/Crowley** moved to rescind the Policy on Abandoned, Condemned and Fire Gutted Buildings. **Motion passed.**

Board members reviewed the town cemetery regulations.

Sel. Crowley noted that Jim Doane has asked if the town could fill in potholes at the Pines Community Center. Board members discussed the matter and authorized Andy to fill these potholes. Sel. Crowley introduced the problem of plugged driveway culverts, noting that if a plugged driveway culvert caused drainage issues it could wash out a town road. Board members discussed the matter. Discussion points included the legal responsibility for maintaining driveway culverts, the difficulty homeowners face in flushing culverts, the ramifications of poorly maintained driveways on town road, and payment for repairs. Sel. Waldron noted that we need to follow up on the driveway on Cross Mill Road as we know that it will cause a problem with the next heavy rain.

## **5. Non-public Session**

**Waldron/Crowley** moved to enter into non-public session under the provisions of RSA 91-A3II b,c at 9:20pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Raffaely, Andy Buteau and Glenn Smith. **Waldron/Southworth** moved to reconvene the public session at 10:41pm. **Motion passed by unanimous roll call vote.**

**Waldron/Crowley** 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.**

Board members reviewed general correspondence and payroll and accounts payable manifests. **Waldron/Southworth** moved to approve the minutes of the meeting of June 23, 2015. **Motion passed.**

## **6. General Business**

Board members reviewed accounts payable, payroll manifests and general correspondence. **Waldron/Crowley** moved to approve the minutes of the meeting of August 25, 2015. **Motion passed.** **Waldron/Crowley** moved to approve the minutes of the meeting of September 8, 2015. **Motion passed.**

There being no other business the meeting was adjourned 10:42pm.

APPROVED BY THE BOARD OF SELECTMEN ON SEPTEMBER 22, 2015