

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the meeting of Tuesday, September 27, 2016**

Present: Sel. Crowley, Sel. Southworth, Sel. Allen  
Also Present: Catherine Donahue, Andy Buteau, Glenn Smith

The meeting was called to order at 5:00pm

**1. Public Input**

The Chair recognized Catherine Donahue who outlined her request that the town define the easement to R08-0026, which she recently purchased. The deed refers to an access easement granted by the Selectmen in June 1983 but the minutes of the Selectmen's meeting cannot be found and there is no record of the easement. Selectmen discussed the situation; including the possibility of selling Mrs. Donahue a town-owned parcel adjacent to the one she recently purchased which is accessed through a deeded easement. If the town were to sell her its parcel then she can combine the two parcels by lot line adjustment and use the deeded easement to access R08-0026. Board members agreed to investigate this option.

**2. Highway Department**

Director of Public Works Andy Buteau noted that the part time employees at the Transfer Station do not have steel toed boots. Selectmen agreed that they should and agreed that the employees should receive a \$100 stipend every two years for the purchase of these boots. The stipend would be issued only once every two years as the employees only work 16 hours per week.

Andy reported that a citizen has asked for permission to install a rubberized speed bump on Caveney Drive to help reduce speed. Selectmen agreed that this was not an appropriate response to the problem; that it was an enforcement issue.

Andy reported that Construx has almost finished putting the new roof on the highway garage. Sel. Crowley voiced concerns about air quality in the new building, saying that the contractor reports the new building will be so tight that CO2 and humidity will build up. Sel. Southworth agreed and said he believes that the solution offered by Construx is not the least expensive solution to the problem.

Sel. Southworth voiced concerns about the proposed building permit. He asked that it be reviewed by the Building Inspector and that a section be added in which the applicant can add his/her driveway permit application approval number. Glenn Smith noted that this may be redundant as the proposed application requires that the applicant attach a copy of the approved driveway permit application to the building permit application.

**3. Administration**

Town Administrator Glenn Smith presented a 2016 MS1 form, which Board members signed. Board members also authorized Glenn Smith to contact the town attorney concerning the TIF district.

Glenn outlined the need to borrow in anticipation of taxes. Crowley/Southworth moved to authorize the borrowing of up to \$500,000 to meet cash flow needs for the period of October – December 2016

contingent upon filing necessary requests with Franklin Savings Bank.

Sel. Crowley reminded the Board members that there will be a public hearing on October 19<sup>th</sup> at the high school concerning proposals to build a new fire station.

#### **4. General Business**

Board members reviewed accounts payable, payroll manifests and general correspondence. **Crowley/Allen** moved to approve the minutes of the meeting of September 27, 2016 as amended. **Motion passed.**

There being no other business the meeting was adjourned at 6:38pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON OCTOBER 4, 2016