

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the Meeting of September 3, 2013

Present: Sel. Bluhm, Sel. Shepard, Sel. Waldron
Also Present: Ginette Emerson-Tuxbury, Ron Moreau, Steve Sawiki, Wayne Crowley, Glenn Smith, Bob Southworth, Acting Chief Raffaelly

The meeting was called to order at 6:30 pm

1. Public Appointments

The Chair recognized Ginette Emerson-Tuxbury who discussed her concerns relating to drainage on her property at 18 Elm Street. Board members discussed the matter Ms. Tuxbury and Bob Southworth. Issues included whether water on the property comes from an underground spring Ms. Tuxbury says is on the property, off of the home itself due to lack of rain gutters or from across Elm Street. Sel. Bluhm said he thought that the Board needed to review the situation during a rainstorm, which is supposed to occur this week. Ms. Tuxbury stated that she thought part of the problem is an underground river; Board members noted that the town is not responsible for natural water flow. Bob was asked to research this matter.

Ginette asked that a slow children sign be posted on Elm Street.

2. Highway Department

Highway Superintendent Bob Southworth reviewed situation with drainage at 119 Cross Mill Road. He noted that the town had cut the pavement years ago but never replaced culvert. Bob recommends that culvert and apron be replaced with the culvert replaced by the landowner, he feels that 15" culvert is adequate. The total cost of the project using FEMA rates is \$1,596 for materials and labor, the landowner would be expected to pay \$196.00 for the cost of the culvert. Board members discussed the situation and agreed that the town would do the work if Mr. Moreau purchased the culvert.

Bob reviewed the drainage situation at 328 East Pleasant Street. Sel. Shepard noted that this is the residence of her in-laws. Bob said that he can ditch the problem area but would need the City of Franklin to provide the necessary cross road drainage. He has discussed this with the Franklin Public Works Director who stated that the situation will be resolved as soon as possible but that funding is short. Board members discussed and agreed to approach the City to assist in resolving the issue.

The Chair recognized Steve Sawiki who reviewed his request to widen a driveway access on Bean Hill Road to accommodate haying and logging trucks. Steve noted that prior to reconstruction of Bean Hill Road the access was 40 feet wide, during reconstruction it was shortened to 20 feet wide. He presented a permit issued by the State in 1987 authorizing an

access up to 50 feet wide at this location. Wayne Crowley noted that the plans for this parcel show a 50 foot right of way at this location. Board members reviewed the information and agreed that the 1987 permit should be honored and that Mr. Sawiki can proceed with widening his driveway. Bob noted that the area required a 15” culvert.

Bob informed the Board that there are several problem areas developing along the reconstructed portion of Bean Hill Road. As an example he noted in one area a driveway culvert appears to be too small, resulting in water backing up and eroding the road. He was asked to work with Glenn to research these and approach the firm that engineered this project to find out why this is so.

Mr. Moreau presented the Board with photos of his mailbox. He contends that the town roadside mower knocked the box over and the town should replace the unit. Board members examined the photos and noted that they show no point of impact on the mailbox and that an examination of the post-hole shows that the mailbox post was lifted out of the hole, not knocked out.

Bob presented a purchase requisition for the purchase of tires for Truck 4.

Bob presented a request for a waiver of the 6 ton load limit on Fiske Road, noting that the limit does not permit travel by personal vehicles. Board members discussed the proposal and the necessity of continuing the load limit on this road. It was noted that the limit was imposed approximately a year ago to prohibit construction vehicles for the Spaulding Youth Center project from using Fiske Road. **Bluhm/Shepard** moved to remove the 6 ton load limit from Fiske Road. **Motion passed.**

Bob presented proposed sidewalk measurements for Elm Street. Board members deferred review of this material to a future meeting.

3. Police Department

Acting Chief John Raffaely presented the Board with an operational update for his Department.

4. Administration

Town Administrator Glenn Smith presented proposed revisions to Employee Handbook Section 10 that reflect the changes discussed at the previous meeting. **Bluhm/Waldron** moved to adopt the proposed Employee Handbook changes as amended. **Motion passed.** Glenn presented an amended Corrective Action Report form, which Board members reviewed. **Waldron/Shepard** moved to accept the proposed CAR as amended. **Motion passed.**

Board members reviewed the proposal to participate in the CAP program offered by Primex for the town Property & Liability and Workers Compensation insurance policies. **Waldron/Shepard** moved to participate in the Primex CAP program for the town Property & Liability and Workers Compensation insurance policies and authorize the Chair to sign necessary documents. **Motion passed.**

Glenn updated the Board on the status of trying to replace the PD server. Sel. Bluhm noted that the town seems to be experiencing problems with the level of service provided by the computer consultant CCS and suggested that we start looking for other vendors to provide this service.

Glenn updated the Board on the status of the Safe Routes to School program and the operation of the air conditioning unit for the town hall meeting room.

5. General Business

Bluhm/Shepard moved to enter into non-public session under the provisions of RSA 91-A3IIb,c at 8:49pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were John Raffaelly, Ron Moreau, Glenn Smith. **Bluhm/Shepard** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Bluhm/Shepard** moved to reconvene the public session at 10:00pm. **Motion passed by unanimous roll call vote.**

Board members reviewed accounts payable, payroll manifests and general correspondence. Bluhm/Waldron moved to accept the minutes of the meeting of August 20, 2013 as amended. Motion passed.

Sel. Waldron inquired as to the stones marking the beginning of the Class VI section of Scribner Road, noting that as per statute this section of road should be blocked with bars and gates instead. Board members asked Glenn to ask Bob to develop a cost proposal for fabricating bars and gates for this location.

Board members scheduled a site visit to the Loranger property for September 9, 2013 at 11am.

Sel. Waldron asked if 'wet paint' warning signs were used for road striping this year and was told Bob would have the answer to this. He also asked if stencils were used for the crosswalks, saying that the hash marks look haphazard and uneven.

Sel. Waldron asked if the Board was going to reexamine the breakdown of the police special detail rate. Sel. Bluhm and Shepard replied that there was no plan to do so but if he were to bring a suggestion to the Board they would review it.

There being no other business the meeting was adjourned at 10:00 pm

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON SEPTEMBER 17, 2013