

**NORTHFIELD BOARD OF SELECTMEN MEETING  
MINUTES OF THE MEETING OF April 3, 2012**

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

Also Present: Lisa Martin, Jim Bouchard, Don Stevens, Sara Robert, Sally Robert, Bruce Brown, Nancy Brown, Christine Raffaelly, Crystal Southworth, Bob Southworth, Glenn Smith

The Chair called the meeting to order at 6:30 pm

**1. Public Appointments**

The Chair recognized Lisa Martin and Jim Bouchard who confirmed that they had the contract documents ready for the Bean Hill Road project. **Bluhm/Ziminsky** moved to authorize Glenn Smith to sign the documents accepting Busby Construction Co. Inc. as the contractor for the Bean Hill Road project as presented by Quantum Construction Consultants. **Motion passed.**

Chair recognized Dick Stevens who asked about the timing of the Bean Hill Road project. Glenn responded that the pre-construction conference was scheduled for April 13<sup>th</sup>; the project should start shortly thereafter.

The Chair asked if any other members of the public wanted to address the Board, no audience members spoke up.

**2. Highway and Sanitation Department**

Bob Southworth reported that the crew is just about finished grading roads and that by utilizing inmate crews they have finished spring cleaning of Pines Park and Arch Hill Cemetery.

Bob reported that after checking with references he is recommending that the town contract with Avery instead of Ruell for street sweeping, Avery's cost is \$13/hour higher but he feels that given their track record in other towns and familiarity with our roads they can do the job in less time resulting in an overall savings. After discussion the consensus of the Board members was to move forward with Bob's recommendation.

**3. Police Department**

Chief Adams presented the Board with shift schedules and a purchase requisition. He reported that the Department has received many calls requesting special details over the last few weeks.

**4. Administration**

Glenn reviewed the proposed policy on recording meetings. Board members discussed the policy and the intent for recording meetings. Sel. Bluhm expressed concern about establishing a policy when we were dependent on machinery that could break, resulting in an inability to record the meeting. **Ziminsky/Shepard** moved to adopt the proposed policy on recording meetings as

amended. **Motion passed.**

Board members reviewed the revised position descriptions for Recycling Attendant/Laborer and Mechanic/Truck Driver. **Ziminsky/Shepard** moved to accept the Recycling Attendant/Laborer position description as presented. **Motion passed.** **Shepard/Ziminsky** moved to accept the Mechanic/Truck Driver position description as amended. **Motion passed.**

#### **5. Non-Public Session *RSA 91A-3a***

**Bluhm/Shepard** moved to enter into non-public session under the provisions of RSA 91-A3IIa at 7:00 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Adams, Bob Southworth and Glenn Smith. **Shepard/Bluhm** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.**

**Bluhm/Ziminsky** moved to reconvene the public session at 8:00 pm. **Motion passed by unanimous roll call vote.**

**Ziminsky/Bluhm** moved to accept the three year employment agreement with Highway Superintendent Robert Southworth as presented. **Motion passed.**

#### **6. General Business**

Board members reviewed general correspondence and payroll & accounts payable manifests. **Shepard/Ziminsky** moved to approve the minutes of the meetings of March 20, 2012 and the minutes of the meetings of March 28, 2012 **Motion passed.**

There being no other business the meeting was adjourned at 8:04pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON APRIL 17, 2012