



## NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of January 5, 2021

**Present:** Selectman Kevin Waldron, Selectman Scott Haskins and Selectman Glen Brown

**Also Present:** Town Administrator Ken Robichaud, Interim Public Works Director Justin Bernier, and Northfield resident Chris Hunt.

**Zoom Attendance:** None

The 2021 Budget meeting was called to order at 3:00 pm by Chairman Waldron.

The Selectmen reviewed changes to the budget from last week's meeting -

The T/A revisited the Information Technologies Budget from last week's discussion and wanted to look at the software upgrade line as we need to add another 5,000.00 to that line as CAI Technologies has increased the 1<sup>st</sup> year payment from \$20,000.00 to \$25,000.00. The Selectmen agreed to add the \$5,000.00.

The Selectmen reviewed the General Govt. budget, repair and maintenance line, will need to add \$8,666.00 for CCTV security /alarm system upgrade. The Selectmen added \$8,330.00 to the equipment line and \$336.00 to the maintenance line.

Review of fire budget, TNFD Mutual Dispatch Aid line- last week the selectmen removed \$42,999.00 from that line and left \$1.00 in the line. The Selectmen would like to get some clarification on withdrawing from the Association with Legal Counsel before leaving the amount in the budget.

Another line revisited was the Youth Assistance Program (YAP). Last week the Selectmen discussed this at great length and wanted some questions answered. More review of this request was done and more questions came up. The Selectmen asked the T/A to request a representative to come in and attend the next meeting to answer questions before a final decision is made on an appropriation amount.

Public Works Department salaries were discussed again and it was decided that the salaries should remain at \$378,132.00 with removing the Admin. Asst. position and moving it into the Town Administrators budget. New equipment line contains a Line Striping Machine.

The Selectmen will pick up next week with the remaining budgets left to review.

**Chairman Waldron moved into the regular meeting at 5:02 pm**

Chairman Waldron led the Pledge of Allegiance.

There is still no one on zoom

- **Public Input**

Chris Hunt discussed with the Selectmen issues with the Zoning Board. Mr. Hunt stated that minutes are not being sent out in a timely manner. Selectmen Waldron stated that minutes are available in the office and there is no requirement that we send them to anyone. NH law states that they must be available within 5 work days, which in almost all cases they are available. Due to the Covid outbreak, Town hall was closed to the public for many months but staff was available via phone and via window service. Town hall reopened in late November. Also discussed were Spaulding Youth Center and the Planning and Zoning regulations with that entity, according to the NH Attorney Generals Office. Selectmen Waldron stated for the record, the Town is in the process of getting a new website that will allow more content being put on the website and easier use by the residents.

- **Public Works**

Interim Public Works Director Justin Bernier informed the Selectmen that the tires on the Grader have been replaced.

Justin asked the Selectmen on purchasing Carbide Blades. The Selectmen told him that he should fill out a purchase requisition as it will be over a \$1,000.00.

Justin also informed the Selectmen that he spoke to the resident on 285 Shaker Road on the stakes that were in the town's right of way and he will move them. He also spoke to the next door neighbor on pushing snow across the road, as doing so is against the town ordinance.

Justin also wanted input on what to do with the cab on the loader, as it is in poor shape. The Selectmen suggested that he have Hanser's Auto Body look at it for a price.

- **Non-Public Session**

Sel. Waldron made a motion at 5:44 pm to go into nonpublic session under NH RSA 91a;3-II, (a&c) seconded by Sel. Haskins, Roll call vote Selectman Brown- Yes, Selectmen Haskins- Yes and Selectman Waldron- Yes. **Motion passed by unanimous roll call vote.**

Waldron/Haskins moved to reconvene the public session at 6:11 pm. Roll Call Vote, Selectman Haskins -Yes, Selectman Waldron-Yes, **Motion passed by unanimous roll call vote.**

Waldron/Haskins moved to seal the minutes of the non-public session because divulgence of the information likely would affect adversely the reputation of any person other than a member of the board, or render the proposed action of the board ineffective.

Roll call vote, Selectman Haskins-Yes, Selectman Waldron-Yes, Selectman Brown- Yes. **Motion passed by unanimous roll call vote and the minutes are sealed.**

- **Administration**

The T/A requested the Selectmen to go out for a TAN up to 1,000,000.00 dollars from Franklin Saving Bank.

Selectman Brown motioned to authorize the Town of Northfield NH to initiate a Tax Anticipation Note for up to \$1,000,000. dollars with Franklin Savings Bank to draw upon as needed in the calendar year 2021 and to authorize Selectmen Haskins and Selectmen Waldron as signers. **Motion was seconded by Selectman Waldron, all in favor, motion passed 3-0.**

The T/A informed the Selectmen that there have been 2 vehicle accidents over the past weekend with the Police Department. The T/A stated that he feels that the town should have a policy for remedial driver training for any town employee who has more than 2 accidents within a certain time frame. The T/A believes that this would go a long way with our risk pool provider Primex, in showing that the Town wants to mitigate as much risk as it can. The Selectmen were in favor of this and instructed the T/A to go ahead and put something together for the near future.

The Selectmen decided to meet next Tuesday at 3:00 pm to continue on the budget.

Waldron/Brown motioned to accept the minutes of December 29th 2020, with the correction to “will speak” in the minutes twice.

All in favor, motion passed.

The T/A asked if the Selectmen wanted to look at putting a time limit on public input, the Selectmen declined to address that.

No other business to come before the Selectmen, the meeting adjourned at 6:31 pm.

**Minutes were accepted and approved on January 12, 2021**

**Minutes Recorded by T/A Ken Robichaud**