



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of January 7, 2020

Present: Chairman Wayne Crowley, Sel. Glen Brown, Sel. Scott Haskins

Also Present: Stephanie Giovannucci, Andy Buteau, Mark Hubbell

The meeting was called to order at 5:00pm by Chairman Crowley.

- **Public Appointment**

- **Zoning Board of Adjustment**

Sel. Crowley recognized Mark Hubbell. Mr. Hubbell expressed interest in being a member of the Zoning Board of Adjustments. Mrs. Giovannucci stated that she has also received an email from Manny Pimentel who is interested in being on the board but could not make it tonight.

Mr. Hubbell stated that he is trying to get more involved with the town, and thought the ZBA would be a good place to start since they have openings.

Sel. Crowley stated that the Board would like to speak to the other interested party before making a decision and then would get back to everyone.

The Board discussed that all new members need to go through training.

- **Public Works Department**

- **Sandogardy Pond Road**

Public Works Director Andy Buteau stated that he spoke to Brenda Cunningham today about the easement for the drainage on Sandogardy Pond Road to run under the rail road. Mr. Buteau noted that Ms. Cunningham hasn't signed the easement because she didn't know if the other items on the checklist have been done yet. Sel. Crowley noted that the first item on the checklist is to have the easements signed.

Mr. Buteau mentioned that Ms. Cunningham and her brother are going to review the documents again, and that he suggested if they had any suggested changes to the easement to mark it up and get it back to the Town within a week. In addition, Mr. Buteau told Ms. Cunningham that the plan design will not be changed.

Sel. Haskins asked what the outcome will be if the easement is not signed. Sel. Crowley replied that the project is stopped and DES will not move forward with approval.

Sel. Brown asked how it will affect Ms. Cunningham if she does not sign. Mr. Buteau stated that there could be future legal issues. Board reviewed and signed the letter to Ms. Cunningham, and asked that the Police Department hand deliver it to her.

- **145 Park Street**

Mr. Buteau stated the Mrs. Giovannucci received an email from the attorney of 145 Park Street asking why the issue of the residents utilizing the Highway Garage access is an issue now since they've been utilizing it for many years.

Sel. Crowley stated that today's renters have young kids and they are playing on the Highway Garage property while large trucks are coming and going.

Mr. Buteau added that the issues are typically in the winter and mud season when they have kids playing and cars parked on the property and we need to get our trucks in and out of the lot.

The Board agreed that they would like to meet with the owner or their representative to go over the issues and talk out scenarios.

- o **Road Agent**

Mr. Buteau informed the Board that his appointment as Road Agenda has lapsed. Board discussed alternatives to reappointing for another three years which include having no Road Agent, add warrant articles to be voted on at Town Meeting to change it to elect or to get rid of the position completely.

- o **Department Updates**

Mr. Buteau informed the Board that he is meeting with the Budget Committee on Thursday.

- **Administration**

- o **Warrant Articles**

Mrs. Giovannucci added an article 18 to request funding for Sandogardy Pond Rd out of Fund Balance. Sel. Crowley requested the amount Mrs. Giovannucci thinks we will need to complete the project. Mrs. Giovannucci added that the Board already has said on numerous occasions that the 2020 proposed budget is already very tight, which means it will be even tighter if we don't request funding for Sandogardy Pond Rd.

The Board reviewed and approved the rest of the articles.

- o **2019 Expenses and Revenues**

Mrs. Giovannucci explained that there are still expenses and revenues coming in so the bottom line is not finalized. Mrs. Giovannucci added with the expense she anticipates we are about \$66 thousand from the bottom line.

- o **Contracts**

TN Recreation Council Snow Plowing expires May 2020 - Sel. Crowley suggested that the contract be renewed for another three years. Mr. Buteau asked the Board about the drainage issues, Sel. Crowley stated that the Town will need to look at the lease agreement and see who's responsible for this type of work. Mr. Buteau added that the Town takes care of pot holes, and suggested that either way the drainage needs to be fixed. Sel. Crowley asked Mr. Buteau to get a quote from Partridge.

Sel. Brown asked for a reason this agreement exists, Sel. Crowley replied that a Selectboard member of Tilton stated that it was against the law for the Town to take care of the property for the Community Center and the Library because they are their own entities, so Northfield drew up this contract in exchange the Community Center allows us to use the facility for elections and town meeting.

Natural Gas expired December 2019 – Sel. Crowley ask Mrs. Giovannucci to contact Rob Berry with the School District to see if a new contract has been signed of is in the works.

Deed Search expires March 2020 – Mrs. Giovannucci informed the Board that this is a contract the Cindy Caveney takes care of each year to renew. Sel. Crowley asked Mrs. Giovannucci to check with Cindy to see if she's happy with the service and to request a two year contract at the same price.

IT Services expires June 2020 – Sel. Crowley recommends renewal for three years at the same price or reasonable increase. Mrs. Giovannucci will reach out to Cybertron to get a proposed contract.

GIS Map expires May 2020 – Sel. Crowley recommends renewal for two years at the same price or reasonable increase. Mrs. Giovannucci will reach out to Cartographics to get a proposed contract.

Tax Map Maintenance expires March 2020 - Sel. Crowley recommends renewal for two years at the same price or reasonable increase. Mrs. Giovannucci will reach out to Cartographics to get a proposed contract.

- o **Department Updates**

Mrs. Giovannucci informed the Board that she has paperwork to be signed for the 2020 TAN. The Board reviewed the documents and signed at the end of the meeting.

- **Non-Public - RSA 91A-3 II**

Crowley/Brown moved to enter into non-public session under the provisions of RSA 91-A3II (a), (b), (c) at 6:30 pm. **Motion passed by unanimous roll call vote.**

Also Present: Stephanie Giovannucci and Andy Buteau

Crowley/Haskins moved to reconvene the public session at 8:22 pm. **Motion passed by unanimous vote.**

Crowley/Brown moved to seal the non-public session minutes. **Motion passed by unanimous roll call vote.**

- **Minutes**

Crowley/Brown moved to accept the minutes of December 30, 2019, as written. **Motion passed by unanimous vote.**

- **Other Business**

Sel. Crowley handed out a Capital Improvements Plan for Police Cruisers that Chief Raffaely agrees with, and added that the Town still needs a Facility Repair Plan.

There being no other business the meeting adjourned at 8:30 pm

Minutes approved January 14, 2020