



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of March 2, 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 Police Chief John Raffaelly.

Present on Zoom- Scott Polish

Selectmen Waldron opened the meeting for the Selectmen's work session 4 pm to specifically review the Northfield Employee Handbook.

There were minor grammatical and spelling changes to pages 1-13 not noticed in the minutes; the following are some noted major changes, additions or omissions worthy of notations.

Selectmen discussed the word Discharge and Termination as words that appear in the handbook and that we should pick one word either Discharge or Termination to use. It was decided to utilize the word Termination.

Selectman Waldron stated the following- It should be noted in the handbook that any Town employee may participate in Selectmen's meetings and also may participate at Town Meeting or at any election and may support any candidate they so choose without fear of retribution from any elected official or department head in doing so.

The Selectmen eliminated the last sentence in section 2.2. (Appointments and terminations may, however be delegated to the Town Administrator or Department Heads).

Definitions were next with the elimination of -Compensatory Time.

Sexual Harassment Section was reviewed and the Town Administrator would like to review this section on existing state or federal law.

Section 3.4 Drug Free Work Place- section (3) an employee who is found in violation of this policy is subject to termination. All other wording was removed from this section.

The Selectmen stopped at the end of page 13 and will pick up next week on the top of page 14.

Selectman Waldron began the regular Selectmen meeting at 5:03 pm.

- **Police Department Update**

The Chief would like the Selectmen to review the Detective Sargent's Job Description for inclusion. Selectman Waldron thought that we already had a job description for this. The Assistant Town Administrator will look for this in the files.

- **Public Works Update**

Director Bernier has received updated quotes for the JCB Backhoe which he will hand out to the Selectmen.

The new plow truck has had the side boards installed and have a coat of linseed oil on it and is having the radio installed on the 17th at OME.

- **Administration Update**

Stevens Road property that was sold to an abutter has requested some more time for the closing on that property as there is a paperwork issue that he would like to resolve. The Selectmen were okay with this request.

The T/A asked about where the EOC (Emergency Operation Center) is to be located as he was of the understanding that it was to be at the Pines Center. In the beginning phase it was at the Pines Center but then the thought was to locate it at Town Hall. The Selectmen agreed that it should be at the Town Hall.

The T/A made several announcements – The Town was holding a candidates night on Thursday night March 4th at 6:30 pm for The Fire District and the School Board candidates.

Local elections will be held on Tuesday March 9, 2021 from 7am-7pm at the Pines Center.

Town Meeting will be held on Saturday March 13, 2021 at 9:30 am at Southwick School.

The T/A wanted to review the upcoming Warrant Articles for Town Meeting and which Selectmen would speak to what article.

The T/A informed the Selectmen that House Bill 274 which would have had the State of NH contribute 5% of the retirement costs failed 189-168 vote in the house.

Next Week the NH House will be looking at HB 415 which will require Department Heads of governing bodies to submit their estimated budget with no less than 30 days prior to the public hearing and to also publish the draft budget and any revised updated versions of that budget within 5 days after each presentation of the revision. The Selectmen are against this bill.

HB 454 requires the governing body to submit to the budget committee the annual draft budget at such times and in such detail as the budget committee shall fix. The Selectmen are against this bill as presented.

Selectman Brown asked the Selectmen if he could use Town Hall for a few hours each week for Northfield Sewer Department business as he is the Chairman of that board and needs a working space for a few hours a week. The Selectmen granted his request.

Selectmen Haskins/Brown motioned to approve the minutes from February 23, 2021 meeting. All in favor, motion passed.

- **Nonpublic Session:**

Sel. Waldron made a motion at 6:20pm to go into nonpublic session under NH RSA 91a;3-II, (A,B&C) **seconded by Sel. Brown, Roll call vote Selectmen Haskins–Yes Selectman Brown –Yes and Selectman Waldron- Yes. Motion passed by unanimous roll call vote.**

Waldron/Haskins moved to reconvene the public session at 7:53 pm. Roll Call Vote, **Selectman Haskins – Yes, Selectman Brown- Yes and 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 Brown –Yes and Selectman Waldron-Yes. Motion passed by unanimous roll call vote and the minutes are sealed.

Other Business:

Atlantic Broadband contract is coming to its end and what do we want to do about it. Many Residents don't care much for this company and would like to have Comcast in its place. Comcast is in Laconia and Canterbury as well. The Town can look at other options.

Selectman Haskins asked the T/A if he could get prices on LED replacements for the street lights in Town and if the Town owns the two street lights near the Park street exit ramp from I-93.

Minutes Recorded by T/A Ken Robichaud

Minutes approved on March 9, 2021