



## NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of March 17, 2020

**Present:** Sel. Glen Brown, Sel. Scott Haskins, Sel. Kevin Waldron

**Also Present:** Andy Buteau, Stephanie Giovannucci, Tim Rose, and Christopher Hunt;

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

**Brown/Waldron** moved to appoint Scott Haskins as Vice Chairman. **Motion Passed.**

**Waldron/Haskins** moved to appoint Glen Brown as Chairman. **Motion Passed.**

- **Public Input**

**Ledge Road** – Interim Town Administrator Stephanie Giovannucci informed the Board that after extensive research, and in accordance to the correspondence from the Town Attorney back in 2012, the discontinued portion of Ledge Rd from John Anderson, now owned by Walter Wilson (R06-15A-2) to Byron Shaw Rd, now known as East Pleasant Street, is considered a Private Easement. Mrs. Giovannucci added, Ledge Rd was laid out by the Selectboard on October 26, 1797 as a portion of the highway between the Meeting House and the Merrimack River. On March 11, 1941 the voters simply discontinued a portion of the road. The effect of completely discontinuing a road is the dissolution of the public right of way, ending the public interest and the land reverts entirely to the control of the abutting landowners. The easement is not subject to the Town of Northfield's regulations when it comes to maintenance and travel. In addition, any abutters who jointly own the easement have the right to travel, maintain and improve the easement within its original setting of 2 Rods (33 feet). The Board agreed this matter is closed.

**South Park Drive** – Christopher Hunt noted the location of the road specs, and talked about Wethersfield Drive and the acceptance going to Town Meeting. Mr. Hunt is concerned that South Park Dr. was not properly inspected throughout the process. Mr. Hunt stated that the governing body can petition to discontinue the road. Andy Buteau stated that this is not the case for this road because the town will own it by deed, so it will become town property.

- **Police Department**

**Department Updates:** Chief Raffaely stated that he has quotes for the portable radio with a price of \$14,243.80, Chief stated he will put together a purchase request for them to sign.

Sel. Haskins about the two new hires, Chief stated they are doing great, but currently the academy is closed down.

Chief Raffaely asked the Board if it's necessary to make copies of time cards and bring them to Mrs. Giovannucci, could they just scan them in and email. Board agreed that timecards can be scanned and emailed to Mrs. Giovannucci, and that the Board only needs to see the signature page.

**Belknap Regional Special Operations Team** asked if Northfield would to join at no charge. Chief Raffaely stated he is looking at putting Sergeant Fitzherbert on the team and would only need to purchase a vest down the road, in the meantime BRSOP has a vest we can borrow. Sel. Haskins asked if he has time available with his staff still being down in numbers. Chief confirmed that they will have the time as the training is once a month. Board agreed to move forward with this request.

**Vehicle Update:** Chief Raffaely stated that the garage repaired one of the police vehicles and found an antifreeze leak so he will be taking it over to Irwins for repairs. Mr. Buteau informed the board that the garage doesn't have a lot of equipment to do the work on the cruisers as they need to be hooked up to computer systems, and asked that the cruisers be taken to another garage for those repairs and the Highway garage will continue to do minor repairs. Board agreed to start this process and asked Chief Raffaely to keep an eye on the budget. Sel. Waldron asked about the barrel of oil at the highway garage and if it will be used. Chief Raffaely stated that they will still be using it or he can transition it to the other garage and they will use it on the police vehicles.

- **Public Works**

**Department Updates:** Mr. Buteau informed the Board that the chipper was almost repaired and the cost will be between \$2400 and \$4000 for a full repair and we will basically have a new chipper.

Mr. Buteau stated that he would like to start advertising for the other full time position which would be a heavy equipment operator, Board agreed to that Andy should get with Mrs. Giovannucci and start the process of advertising. Mr. Buteau mentioned to the Board that they may need to fill the Transfer Station at some point this year as well, and updated the Board on the on-call grader operator.

**Vehicles:** Mr. Buteau informed the Board that he has a quote from Irwin's for the new truck approved at Town Meeting and the estimate is \$39,838.00. Mr. Buteau asked when the Board would like to put the surplus equipment out for sale, the Board agreed immediately with a sale price of \$12,000. Sel. Waldron asked if the Board was willing to waive the policy to purchase the truck, Board agreed to waive the Purchasing Policy because they feel they are already getting the best deal.

**Sandogardy Pond Road:** Board reviewed the two proposals from HEB for the drainage issue, and agreed to pursue the Lambert Rd to Union Church change order for an estimate of \$77,202.50 (Town pays 20%). Mrs. Giovannucci will inform HEB.

**Trash Collection:** Board reviewed the RFB for the curbside collection, and agreed to review it further and revisit the application at a future meeting.

- **Administration**

**Haskins/Brown** moved to appoint Sel. Brown as the cosigner of checks. **Motion Passed.**

Board agreed to have Sel. Brown to be the second signer of the TAN, and remove Wayne Crowley.

Board reviewed and signed the maintenance contract for the GIS Software.

Sel. Waldron asked what we use Lakes Region Planning Commission for. Mrs. Giovannucci stated that we continue to use them for our zoning mapping, and review of major projects to go before the Planning and Zoning Boards.

- **Minutes Review**

**Haskins/Brown** moved to approve meeting minutes of March 3, 2020 as written. **Motion Passed**

**Haskins/Brown** moved to approve meeting minutes of March 6, 2020 as written. **Motion Passed**

- **Non-Public - RSA 91A-3 II (c), (I)**

**Brown/Haskins** moved to enter into non-public session under the provisions of RSA 91-A3II (c), (I) at 6:40pm pm. **Motion passed by unanimous roll call vote.**

Also Present: Stephanie Giovannucci, Chief John Raffaelly, Andy Buteau, Cindy Caveney

**Brown/Haskins** moved to reconvene the public session at 8:24 pm. **Motion passed by unanimous vote.**

**Waldron/Haskins** moved to seal the minutes of the non-public session. **Motion passed by unanimous roll call vote.**

There being no other business the meeting adjourned at 8:26 pm.

**Minutes approved April 7, 2020**