



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of March 23, 2021

Present: Selectman Kevin Waldron, Selectman Scott Haskins and Selectman Mark Hubbell.

Also Present: Town Administrator Ken Robichaud, & Interim Public Works Director Justin Bernier. WRHS Student Council Teacher (Meghan Zelaya) & student (Faith Gosselin).

Present on Zoom- Steven Faye

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

Section VI Benefits was addressed-

The Selectmen discussed at great length holidays that Town Employees receive as paid and they discussed this holiday "Presidents Day"; in great length. The Selectmen removed Presidents Day beginning in 2022, from the employees paid holidays. The Town Offices will be closed to the public on this day, and the employees will use this day to catch up on workloads.

Also discussed was if a holiday fell on a Saturday or Sunday the preceding Friday or the following Monday would not be the recognized paid holiday. Only the day the holiday fell on a Saturday or Sunday would be the employee's holiday. Some Selectmen did not think that would be a good decision to make as some years the employee would have off, other years they would not. It would be very hard to track and also inconsistent from one year to the next.

Section 6.7 Deferred Compensation was eliminated as the Town does not do this anymore.

Section VII Health & Safety

7.1; the word discharge was removed and replaced with termination, as to be consistent throughout the handbook.

7.2 The words "are responsible for incorporating" were replaced with "shall incorporate"

Section VIII Job Performance Evaluation

8.1 The word "may" was replaced with "shall" and the words "each February" are replaced with "60 days from the start of the year, by the department head".

This ended the work session on the Employee Manual- we will pick up on section X page 28 next Tuesday at 4pm.

Selectmen Waldron began the regular Selectmen meeting at 5:00 pm.

The Pledge of Allegiance to the Flag was conducted.

Public input: The Winnisquam Regional High School Student Council presented a plan to beautify the area around the Tyron King Skate Park. Documents were handed out to the Selectmen for their review. The Student Council would like to get donations for picnic tables, benches, dog waste receptacles, and to paint a mural on the rock wall. There was much discussion on this topic and the Selectmen Okayed them to paint the mural and to beautify the area around the Skate Park. NEDC will meet and will discuss how they can help with the Skate Park and the open space at Surret Park. This will be a two phase approach for this project.

- **Public Works Update**

The new F-550 plow truck has a need for upgraded leaf springs for the suspension and for the weight of the salt for winter road care. Donovan Springs will outfit the F-550 with adding leaf springs which will make it a stiffer suspension in allowing for more weight. The vehicle will be dropped off at the facility.

Director Bernier received a Backhoe quote from Case which he added to the other quotes he has received. Case came in at approx. \$108,771.78. The Selectmen would like a spread sheet created with all of the backhoes that have been quoted in a side by side comparison of cost, trade-in amount, warranty, spare tires, bucket, forks and Broom so that they can see them on a cost by cost basis and side by side for the next meeting.

Also brought up was the ditching along Bay Hill Road to the Four Corners and what that project may look like with underground piping, and above ground ditching. The DPW Director informed the Selectmen of his plan.

- **Administration Update**

The Town Administrator discussed with the Selectmen the Solid Waste costs for Waste Management and our current contractor Casella. The costs were very similar with Waste Management only being a few thousand dollars lower than Casella over the next three years. The Selectmen decided to stay with Casella as the savings were not significant enough to cause a disruption in services by switching providers.

The T/A discussed with the Selectmen the upcoming contract renewal with Birch Hill. Birch Hill currently provides the Town's dog and cat containment services for strays and also to provide catching services for strays that are a nuisance on the streets of the Town. The contract expires on July 1st 2021, and either will need to be renewed or to locate another agency or form of catching services.

The T/A brought forth a list of boards that have members terms that have expired and may need to be reappointed or need appointments made to fill the open seat on the board.

The T/A informed the Selectmen on the following-

- Town Hall upgrade security camera installation will begin at the end of April.

- Merrimack County will be accepting applications from Towns and Not for profits on distributing moneys for projects under the new Covid Funds that have come out recently.

- The State has approved the completion of the Sandogardy Road project and will be reimbursing the Town approx. \$402,000.00 in the next two weeks.

- The Old Home Day committee will not be putting on Old Home Day again this year due to Covid, but has requested the funds for a Fireworks presentation. The Selectmen will not approve any funding request except

for the traditional Old Home Day. Selectmen Scott Haskins recused himself from this discussion as he is on the Old Home Day Committee.

-Emile Bussiere submitted a request to the Selectmen for more time in resolving a Tax Lien property he has purchased from the Town. The Selectmen authorized this in writing.

-The T/A went over the suspense list with the Selectmen and crossed off some items that have been completed and have updated others as changed.

- **Nonpublic Session:**

Sel. Waldron made a motion at 8:41pm to go into nonpublic session under NH RSA 91a;3-II, (A&C) seconded by Sel. Haskins, Roll call vote Selectmen Haskins–Yes Selectman Hubbell–Yes and Selectman Waldron- Yes.

Motion passed by unanimous roll call vote.

Waldron/Hubbell moved to reconvene the public session at 9:44 pm. Roll Call Vote, Selectman Haskins – Yes, Selectman Hubbell- 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 Hubbell –Yes and Selectman Waldron-Yes. Motion passed by unanimous roll call vote and the minutes are hereby sealed.

Other Business:

The Selectmen will meet next week at 4pm to continue review of the Employee Handbook.

The Selectmen adjourned the meeting at 9:45 pm.

Minutes Recorded by T/A Ken Robichaud

Minutes Approved on March 30, 2021.