



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of April 13, 2021

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

**Also Present:** Town Administrator Ken Robichaud, Interim Public Works Director Justin Bernier, Police Chief John Raffaely.

**Present on Zoom-** None

**Selectmen Waldron opened the meeting for the Selectmen's work session at 4:00 pm.**

- **Nonpublic Session:**

**Sel. Waldron made a motion at 4:01 pm 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 5:17 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.**

Selectman Waldron continued the Selectmen's meeting at 5:17 pm.

The pledge of Allegiance was conducted.

- **Police Department**

The Police Chief informed the Selectmen of kids riding up and down the street on bikes harassing people.

The Police Chief told the Selectmen that he applied for a grant to get a four-wheeler to use to patrol the trails.

The Lieutenants cruiser is still at Ossipee Mountain Electronics (OME) awaiting the installation of emergency equipment and has been there since last Thursday. Moving forward the Chief will consider other installers as well as OME.

Selectman Hubbell asked about the surplus police handheld radios that were given to Loudon last week. The Police Chief stated that Loudon will be sending a thank you letter soon as they appreciated the gift.

- **Public Works Update**

Interim DPW Director Justin Bernier presented the Selectmen with binders that contained all the quotes for the backhoe, the backhoe spreadsheets from last week's meeting as well as pictures of possible surplus equipment that the DPW may have. Bernier has had a Case backhoe delivered last week to try out and will request a John Deere Backhoe as well as a JCB Backhoe to try out.

The Selectmen discussed the surplus and how to get rid of it. It was decided that Director Bernier would pull out the entire surplus equipment and put it on display at one location for a specified day, so that potential bidders could look at it. The Town would then dispose of the surplus by sealed bid on a specified day. Bids would be directed to the Town Hall to be opened at a scheduled Selectmen meeting, and awarded by the Selectmen.

Director Bernier informed the Selectmen that someone attempted to remove old Skate Board Ramps that had been stored at the Transfers station. These ramps were removed from the Skate Park because they were homemade and not considered safe. They were found on the walking trail adjacent to the Transfer Station. He was directed by the Selectmen to dispose of the ramps.

### **Administration Update**

The Selectmen reviewed a reformatted letter to the residents on the new curbside trash pickup contract to be initiated on June 1<sup>st</sup> 2021, with some changes that were requested from last week's meeting. The Selectmen approved the changes and accepted the letter for distribution.

The Town Administrator (T/A) presented a request from the Winnepesaukee Trail Committee to the Selectmen on permission to install a wooded kiosk at Surrette Park which will provide information and a detailed map on the trail. The Selectmen gave approval.

The T/A informed the Selectmen that the 80 acres of land that the Town sold for tax lien will be closing in the next week or so. There was discussion on the deed if it was acceptable. The Town Administrator stated that the format of this deed had come from Town Counsel, but on another property that was sold as a tax lien as well, this deed had not. The Selectmen were confident that it was ok and gave their consent.

The T/A informed the Selectmen that he will be taking time off at the end of the month.

The T/A asked the Selectmen if he could propose a 91-A request policy that the town could follow if someone from the public would request 91A information. The Selectmen gave the go ahead to proceed.

The Tilton Northfield Recreation Center requested a quarterly payment for their agency. The Selectmen said that they would like to meet with Ms. Stewart before they issue the payment. The T/A will schedule it next week.

The T/A asked if the Selectmen would review and accept 10.2 progressive discipline which is to be added to the Employee Handbook. The Selectmen stated that the First violation shall be a documented verbal warning, the second violation shall be a written warning, and the third violation shall be suspension or termination. The Selectmen accepted the updated Employee Handbook with this addition and it is now final.

The T/A notified the Selectmen that the Animal control contract is up for renewal and should be decided on either to continue with it or replace it. The Selectmen will review in an upcoming meeting.

The Town Administrator presented the Selectmen last week with updated building forms for their review. They continue to review the forms and will discuss at an upcoming meeting.

**Waldron/Hubbell motioned to accept the minutes from March 30<sup>th</sup>, 2021. The minutes were reviewed. All in favor, motion passed, minutes were accepted as corrected.**

- **Nonpublic Session:**

**Sel. Waldron made a motion at 7:31 pm to go into nonpublic session under NH RSA 91a:3-II, (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 7:53 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 and go directly into a non-public session.

**The Selectmen adjourned the meeting at 7:54 pm.**

**Minutes were accepted and Approved on April 20<sup>th</sup>, 2021**

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