



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of April 28, 2020

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

Also Present: Andy Buteau, Stephanie Giovannucci, John Raffaely, Jason Durgin

Present on Zoom: Valerie Allen, Manuel Pimentel

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

- **Public Input**

None

- **Police Department**

Department Updates: Chief Raffaely informed the Board that Dan Bartlett is putting a chain across the discontinued portion of Ledge Rd, and Dan Durgin has contacted the Police Department. Chief is looking for confirmation on who has access to the road. Sel. Haskins read the conclusion from the March 17, 2020 meeting.

Chief Raffaely asked that the Board remove the policy for the Police Officers to get random drug testing done, he feels it's a waste of money as he's been picked many times and he has officers who have never been picked. Chief added that he checked with other Departments in the surrounding towns and none of them do randoms. Mrs. Giovannucci read the policy in the Employee Handbook, Board agreed to review it at next week's meeting and asked Mrs. Giovannucci to research the contract.

Local Emergency Operations Plan: Chief Raffaely asked Sel. Waldron if he was all set to move forward with the LEOP, Sel. Waldron stated he had additional questions, Chief asked for him to come to the Police Department to go over his questions.

- **Public Works**

Department Updates:

- **Summer Help:** Mr. Buteau informed the Board that he would like to hire summer help. He added that Chris Dalton at the Transfer Station is willing to do the summer assistance while he is not working at the Transfer Station, and that he has a friend who also may be interested in doing the summer help for five days a week. Board discussed and approved Mr. Buteau to move forward.

Vehicles/Equipment: Mr. Buteau informed the Board that the Leaf Vac has been ordered per their approval.

Seasonal Projects: Mr. Buteau presented the Board with pricing for Street Sweeping, Line Painting and Crack Sealing, Board reviewed the Cash Management Policy and has Mr. Buteau to see if he can get a couple more quotes for a multi-year contract instead of one year. Mr. Buteau presented the Board with two quotes for Catch Basin Cleaning.

Haskins/Brown moved to permit Andy Buteau to sign a three year contract for Catch Basin Cleaning with Eastern Pipeline as presented. **Motion Passed 2-1.**

Crosswalk Sign: Mr. Buteau presented a quote for a crosswalk sign in front of Town Hall, in addition the idea to shorten the crosswalk by making it straight across instead of at an angle. Board agreed the sign should be purchased and the crosswalk changed.

CIP Road Projects:

- **Top Coat:** Mr. Buteau received updated quotes to top coat Memorial, Watson and Bay Hill Rd, and will present a Purchase Request for the next meeting.
- **Shaker Rd Bid Opening:** Mrs. Giovannucci opened each bid and read them allowed for the project on Shaker Rd from Fiske to Bay Hill Extension. BH Construction \$113,052.00; Hubbell Dev. \$47,520.00; Partridge Const. \$161,680.00. Mr. Buteau estimated the cost of materials to be \$70,000. Board asked Mr. Buteau to review the bids closer and come back with a recommendation.

Road Projects: Mr. Buteau stated that 800 feet of Rand Rd needs to be fixed. He contacted R&D Paving and working together they will fix the road by grinding, patching and reclaiming and top coat it next year.

Mr. Buteau will be getting with Mrs. Giovannucci in regards to contacting owners on Diana Rd for culvert replacement.

- **Administration**

Department Updates: Mrs. Giovannucci presented the Suspense List and reviewed it with the Board.

Mrs. Giovannucci will be publishing a request for volunteers in the Northfield News, website and on Facebook in the coming weeks. Mrs. Giovannucci will review the proposed media policy that the Police Department presented in review with the Board in the coming weeks.

Pay Scale: Mrs. Giovannucci presented an updated wage study with the additional towns the Board asked for, and added that the NH Municipal Association has started doing a wage study like the Local Government Center used to do which will assist in getting more accurate numbers.

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

Brown/Waldron moved to enter into non-public session under the provisions of RSA 91-A3II (a), (c) at 7:25 pm. **Motion passed by unanimous roll call vote.**

Also Present: Andy Buteau, John Raffaely, Stephanie Giovannucci

Haskins resumed as chairman as Chairman Brown needed to leave at 9:14pm.

Haskins/Waldron moved to reconvene the public session at 10:21 pm. **Motion passed by unanimous vote.**

Haskins/Waldron moved to seal the minutes of the non-public session because divulgence could ruin the reputation of someone not on the board. **Motion passed by unanimous roll call vote.**

- **Minutes Review**

Waldron/Haskins moved to approve the minutes of April 21, 2020 as written. **Motion Passed.**

There being no other business the meeting adjourned at 10:26 pm.

Minutes approved May 5, 2020