



## NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of May 25th, 2021

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

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

**Present on Zoom- None**

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

The Pledge of Allegiance was conducted.

**Sel. Waldron made a motion at 4:03 pm to go into nonpublic session under NH RSA 91a;3-II, (A,B&C) seconded by Sel. Haskins, Roll call vote Selectmen Haskins–Yes Selectman Hubbell–Yes and Selectman Waldron- Yes.**

**Waldron/Hubbell moved to reconvene the public session at 7:06 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.**

- **Police Department Update**

Police Chief Raffaely informed the Selectmen that both of the new vehicles have new radios installed in them at this time. Selectman Waldron asked if the Lieutenants vehicle has a laptop computer installed in it yet. The Chief will have to get that information.

Chief Raffaely asked if the one way signs were in yet from the State Prison. The T/A answered that they are not in yet and he will follow up with the Prison.

Selectman Hubbell asked the Chief if he has any information on kids in the area riding bikes and causing a disturbance. The Town Administrator answered that he received an email from the Town Administrator in Tilton who is asking if the Selectmen would like to have a joint meeting with the Tilton Selectmen on this issue. It appears Tilton is having some problems with kids and bikes on Main Street. The Selectmen have declined this invitation stating that this is a police matter and not the Selectmen's issue. The Northfield Selectmen will not dictate how the Police Department needs to enforce laws.

Selectmen Haskins asked if the Chief was monitoring the "Loops" area and the Skate Park area for any trespassing or any damage to the area. The Chief stated that he was monitoring those areas a few times a week.

## **Department of Public Works Update:**

Director Bernier presented the Selectman with a Purchase order on the John Deere Backhoe that we have been discussing. John Deere has reduced the price to \$134,000 and will give the town \$20,000 for the old JCB and the new machine will be in Concord by the end of the week. Director Bernier stated that he would like to have the Selectmen sign the purchase order which is non-binding so that they will not sell it to anyone else. Director Bernier will have John Deere bring it up to the Town for us to demo, and if we like it we will purchase it.

Director Bernier presented the Selectmen with a purchase order for a line painter that was approved at Town Meeting. The Selectmen discussed and approved this purchase by signing the order.

Next item Director Bernier gave the Selectmen a quote for tree removal on Bay Hill Road and a second quote for Shaker Road. The trees need to be removed so that the road drainage project can begin as the trees are impeding the drainage area. The trees on Shaker Road are too big to remove without the use of a crane. The trees on Bay Hill Road are too close to power lines and the crane cannot be used at that job site, this is why we have 2 separate quotes. The selectmen would like a few more quotes before they move on this project. Bernier will get more quotes.

Director Bernier presented the Selectmen with a quote to replace the practice of renting uniform pants from a vendor and in its place the Town will buy each employee (10) Ten pairs of work pants and the employee will be responsible for laundering of the pants. It will save the Town money by moving to the new practice. The Selectmen approved the purchase order and signed it.

Selectman Hubbell asked about paving more roads with extra revenue that the town may have. He stated that we have roads that are in deplorable condition and a few weeks ago we received a list of all of our roads and frankly we need to do some paving of these roads. Selectmen Waldron stated that we had a CIP project list that was established a few years ago and the dollar amounts used for this was inadequate at best. We need to continue moving forward with the repairing of the roads the right way which is to see if the road needs drainage work before we pave them. Discussion continued about how the CIP list is fluid and may change from year to year due to funding.

Selectman Hubbell presented the Selectmen more information about the repair order from New England Kenworth on the repair of the 2010 Peterbuilt truck at a cost of \$13,401.58 for parts and labor. The front cab mounts are toast as they are rotted. Kenworth has given the Town a few options; they will purchase the truck as is for \$10,000.00. They will give us \$15,000.00 if the repairs are made to the truck, or \$20,000.00 towards a new truck. If we fix the truck and put it up for consignment Kenworth stated that it may sell for \$30,000 - \$35,000.00. The Selectmen agreed to sell the truck as is for \$10,000.00; Director Bernier will contact Kenworth and get the check sent over to us as soon as possible.

Curbside pickup came up for discussion on what DPW does for trash removal at the Town Parks and Town Buildings. There are 3 containers at Arch Park and they are cemented to the ground and the lids are locked. Glines Park has one fixed container and one loose container, Surrette Park has two containers, and Rand Road has one container. The Selectmen would like to have Casella pick up the trash at these locations in place of DPW picking up the trash once a week. The T/A will contact Casella on this change.

- **Administration Update**

The T/A presented a letter from Kaitlin Lounsbury resigning from the Zoning Board of Adjustment as she is moving out of Northfield and will no longer will be qualified to serve.

The T/A presented to the Selectmen a document changing the way the Town of Northfield pays the interest on Tan borrowing. When the bank sent over documents in the spring they inadvertently had a document that made the Town pay its inters on a monthly basis as opposed to paying interest at the end of the year as had been done in the past. The Selectmen signed the new document.

The T/A presented to the Selectmen an agreement from the Canterbury Crossing Association to hold the Town of Northfield harmless for any damage that may occur in allowing Casella to pick up curbside trash on this privately owned road. The Selectmen signed the document.

The T/A presented to the Selectmen a first quarter funding request from the outside agency Youth Assistance Program. The Selectmen discussed this request in great detail as well as all outside agencies. Because the Town borrows money to run the operation and must pay interest on the money it borrows. It was decided to only pay outside agencies twice per year on July 15<sup>th</sup> for the first 6 months when we receive taxes and December 15<sup>th</sup> which would cover the last 6 months when the town receives the second tax payment. This way the town may not have to borrow as much money therefore reducing the interest it pays the bank at the end of the year.

The minutes of the Highlands Village District meeting were given to the Selectmen. Selectman Waldron stated that it appears that a member of the Budget Committee Carl Bartlett wanted to make a motion to force the Selectmen to give the Selectmen budget over to the Budget Committee by December 1<sup>st</sup>. Selectmen Waldron stated that this is why we need people on the different boards in town to have experience or it may hurt the Town in the long run. The Budget Committee has no authority to make such a demand of the Selectmen.

The T/A suggested to the Selectmen that we speak to an attorney on the upcoming Atlantic Broadband agreement renewal. This attorney has a specialty in this field, the Selectmen agreed to look at this.

The T/A informed the Selectmen that A&B Lock will be starting the security upgrade to Town Hall in a few weeks.

The Selectmen asked the T/A to look at improving the air quality in the basement with a HVAC specialist.

**Other Business:**

**Selectmen Haskins/Hubbell motioned to approve the minutes from May 4th, 2021. All in favor, motion passed. Minutes are approved as presented.**

Next week's meeting will start at 5pm.

With no further discussion before the Selectmen at this time. The Selectmen adjourned the meeting at 9:15 pm.

**Minutes Recorded by T/A Ken Robichaud  
Minutes approved on June 1, 2021.**