



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of August 18, 2020

Present: Selectman Glen Brown, Selectman Scott Haskins, Selectman Kevin Waldron

Also Present: Town Administrator Ken Robichaud, Assistant Town Administrator Stephanie Giovannucci, Public Works Director Andy Buteau, Code Enforcement Officer, Jason Durgin and Town Clerk/Tax Collector Cindy Caveney.

Excused: Police Chief John Raffaelly

Present on Zoom: Joined while meeting in progress, Wayne Hammond, Jennifer Haskins.

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

Pledge of Allegiance

- **Public Input**

Code Enforcement Officer Jason Durgin presented his report for the month of July. The Selectmen asked questions on Junkyards. Mr. Durgin stated that the town had worked on an ordinance for junkyards in the past, and Mr. Durgin would like to pick it back up and finish the ordinance for use in the future.

CEO Durgin also stated that he has a building permit for a property on the discontinued portion of Ledge Road and he must recuse himself as the applicant is his brother, and it would be a conflict of interest for him to approve it. The selectmen must handle this application going forward.

CEO Durgin also stated that there seems to be a legal issue on this lot if it is a buildable lot or not. There are questions to the road being discontinued back in 1941 and how that now impacts the lot and its buildability.

AT/A Giovannucci stated that she has had contact with the town attorney on this and it was stated that the town attorney believes that because of legal issues with the discontinuation of the road it appears that a permit should not be issued by the town. Also discussed were easements, case law and private roads, class 5 and class 6 roads.

- **Public Works**

Department Updates:

The new sander for the International truck is ready to be picked up.

It was announced that Justin Bernier has accepted the position of Assistant Public Works Director and he will start his new role on September 8th.

A solid waste operator for the transfer station has been hired for Tuesday's. An 8 hr. shift for Saturday is still open.

Sandogardy Pond road project will be completed on Friday the 21st of August.

The Public Works Director is working on the Bay Hill drainage and culvert measurements and a review of the project for the RFP.

Truck #15 was sent to a local garage for inspection and it was determined that bolts on the manifold were found to be broken. The DPW will attempt to fix the bolts themselves to save money.

Director Buteau stated that mowing was continuing in town and he was on Bay Road mowing himself. Selectmen Haskins asked Andy when the new truck comes in that was ordered; will he sell it or keep it? Discussion ensued on the benefits of keeping the truck or not.

Selectmen Haskins discussed that he was approached by a neighbor of town hall that trees alongside the cemetery and the road going up to the Arch are dead and may pose a danger.

The DPW Director has scheduled someone to come and remove the trees on Thursday August 20th @ 8:30am.

- **Administration**

Department Updates:

T/A Ken Robichaud discussed the fireworks ordinance additions that have been added from last week's meeting discussions. Included also, were three different maps with 3 different defined boundaries of the Northfield Village District. Along with a map of the defined area of Northfield Village District, a pamphlet on permissible fireworks will be included with the permit. Also discussed was anyone who discharges fireworks must be 21 years of age.

Sel. Haskins stated that he is in favor of Map #3, Sel. Brown agreed, Sel. Waldron stated that he is not in favor of any of the maps. Board agreed to hold a public hearing on September 15th at 6pm.

T/A Robichaud told the Selectmen that Legends Interior will begin the town hall renovations on Friday August 21st. The Selectmen discussed the renovation plan and that we will still need three quotes for electrical upgrades and plumbing for the moving of one heating element. Discussion ensued about utilizing Jason Durgin for electrical work. It was determined that the Selectmen should not hand Mr. Durgin the work, but to get competitive quotes.

Selectman Waldron asked AT/A Giovannucci if she has looked into the salary line of DPW to see if it can accommodate another employee. AT/A Giovannucci commented that she has not had the opportunity to look into it yet but she will.

- **Other Business:**

Town Clerk/Tax Collector Cindy Caveney discussed with the selectmen upgrades to the Town Clerk software package which would allow electronic payments and online renewals of motor vehicles, boat registrations, OHRV registrations and dog licenses. There is an initial payment of approx. \$10,000.00 which may be paid for by the GOEFER funding. The yearly payment will be around \$4,000.00 annually. The Selectmen will think about this.

- **Minutes Review**

Brown/Haskins moved to approve the minutes of August 11, 2020 as corrected. **Motion Passed.**

- **Non-Public Session**

Sel. Waldron made a motion at 7:36 pm to go into nonpublic session under NH RSA 91a 3-II C, seconded by Sel. Haskins, **Motion passed by unanimous roll call vote.**

Also present- T/A Ken Robichaud and AT/A Stephanie Giovannucci

Waldron/Haskins moved to reconvene the public session at 7:53 pm. **Motion passed by unanimous 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. **Motion passed by unanimous roll call vote.**

There being no other business the meeting adjourned at 7:53 pm.

Minutes Recorded by T/A Ken Robichaud

Minutes Approved August 25, 2020