



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of August 21, 2019

**Present:** Chairman Wayne Crowley, Sel. Brown, Sel. Haskins

**Also Present:** Dr. Tracey Hutton, Town Administrator, Andy Buteau, DPW Director, and Police Chief John Raffaelly

The meeting was called to order at 7:30 am by Chairman Crowley.

### **Tour of municipal facilities**

#### **a. 147 Park Street**

- The DPW garage is equipped with manual light switches, which can accidentally be left on, this could be an efficiency concern.
- The floor drains in the garage lead to a holding tank/grease separator that needs to be cleaned out.
- There are no smoke detectors or alarm system in the garage, which may be a safety concern.
- Within the next 10 years the parking lot will need paving.
- "Highway Department" outbuilding could use a new roof, but had a sound structure.
- New roof needed on sander storage rack.
- The goods/equipment worth less than \$100 will be "disposed" of by the most practical means possible.
- The dome could be moved to the transfer station for storage of their equipment.

More holistically, the Fire District and the Town should have discussions of how to best promote harmoniously co-habitation of the area if the fire station and highway garage are both going to remain in this location. Dr. Hutton will approach the Fire District about exploring their plans further.

#### **b. 138 Park Street**

- The carpeting should be replaced, it is original from 1996.
- The garage doors are in need to replacement. (the outside entrance door in the garage is being replaced now)
- The entry ADA ramp needs repair, it is coming apart.
- The draining by the rear of the building need to be addressed. In the winter there is deep water build-up against the building.
- Gutter covers would reduce the need to clean them frequently.
- Exterior moldings need repair/replacement due to rot.
- Exterior lettering on the front of the building would assist the public in finding the station.

#### **c. Johnson Road**

- Mixed Paper storage and disposal is a continuing problem
- Sunken manhole in driveway between the buildings needs to be addressed.

#### **d. Granite Street**

- Building could use new metal roofing
- Could be used for storage of DPW equipment outside of kayak race season.

**e. Glines Park Road**

- Building is locked and secured.
- Does not need power since it is winterized.
- Security system no longer tapping and not connected to an external site.

**f. 21 Summer Street**

- There are dead/dying trees around Town Hall and the cemetery that need to be removed.
- The ADA ramp should have a covering in the winter to avoid snow and ice-build up.
- The windows need to be power washed.
- The gutters over the Clerk's entrance need to be adjusted, they are falling down.
- Window frames on steeple section are beginning to rot.
- The stoop on the front door needs a new granite bottom step.
- Floor tiles are in need of replacement.
- The bathrooms need to be overhauled.
- Pavement of rear access road needs to be addressed.
- Grave markers against building need to be repositioned in the cemetery.

The next meeting is September 3, 2019 at the normal time of 5:00 pm.

- **Adjournment**

There being no other business the meeting adjourned at 11:08 am.

Respectfully submitted by:

Dr. Tracey E. Hutton

**Minutes approved September 3, 2019**