



## NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of August 25, 2020

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

**Also Present:** Town Administrator Ken Robichaud, Assistant Town Administrator Stephanie Giovannucci, Police Chief John Raffaely, Public Works Director Andy Buteau, Code Enforcement Officer, Jason Durgin and Town Clerk/Tax Collector Cindy Caveney, Peg LaBrecque, Rose-Marie Welch, Jon Cilley, Pat Consentino, Scott McGuffin, Jane Alden, Greg Hill and Denny French.

**Present on Zoom:** Joined while meeting in progress, M. Arnold.

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

Pledge of Allegiance

- **Public Input**

Chairman Waldron stated that anyone in the audience who would like to comment on anything related to the skate park, that the Board of Selectmen will not anything on the skate park this evening, instead will address any comments on the skate park at a later meeting that will be noticed appropriately.

Pat Consentino from the Tilton Senior Center- Discussion surrounded the history of the Tilton Senior Center (TSC). Communitiy Action Program (CAP) provides a 20 hour per week part-time director and CAP also provides meals at the center for the elderly, one day per week. Ms. Consentino would like to get an MOU from the Town of Northfield Selectmen and other towns that utilize the TSC, to at some point provide some sort of financial stipend for Northfield residents who attend the Tilton Senior Center programs and or transportation. There are currently no known number of Northfield residents that attend the TSC. The Selectmen instructed Town Administrator (T/A), Robichaud to be part of the ongoing discussions being conducted at the TSC and report back at a later date.

Scott McGuffin, Town Moderator, spoke to the Board of Selectmen on the upcoming elections. Masks were discussed and how they will handle voters who wear masks and those who do not. No one will be turned away, the town will make accomodations to everyone wanting to vote. NH State Representative Greg Hill asked several procedural questions on election day processes. Moderator McGuffin appropriately answered all questions in relation to the September voting processes.

Chairman Waldron thanked Town Moderator Scott McGuffin and Pat Consentino for their information and for taking the time to attend the meeting.

- **Police Department**

**Department Updates:** Chief Raffaely updated the Selectmen on his newest officer Evan Boylan. Evan has graduated from the New Hampshire Police Academy and Training and is on the road working on his own. Chief Raffaely at this time has a full complement of officers in the department.

- **Public Works Department**

**Department Updates:**

The new sander for the International truck is now at the DPW garage and ready to be put into service.

The trees reported last week that were a safety concern have been removed near the cemetery and the road to the Arch Hill. Also, a tree and hanging limbs from the town hall parking lot have been taken as well.

Truck #15 that was discussed a last week's meeting with manifold issues, will be repaired at an outside facility for \$2,500.00. The town will provide the parts for a total of \$500.00, and the labor provided by the outside garage will be \$2,000.00. Director Buteau mistakenly paid for the manifolds on his personnel credit card, and will look to the town for reimbursement. The town thanked Andy for his generosity on the purchase of the manifolds.

Sandogardy Pond Road drainage project is now completed. Paving of the final top coat will be completed at a later date. Drainage that was done across the road will be left gravel for a week to allow for settling, and then will be paved when the final coat is done.

Selectman Haskins asked if the State DOT will be repairing a patch of road on Route 132 near Sandogardy Road. Currently there is gravel filling a hole in the road and will state DOT employees pave that patch or leave it gravel filled. Sel. Haskins was told to contact State DOT workers for that information as it is not a town function.

Director Buteau discussed the new reflective uniform shirts for the DPW employees at a cost of \$20.00 per short sleeve shirt. Each employee would get (10) reflective shirts for safety, with total of (8) employees, the total amount for all employees would be \$1600.00. Selectman Waldron asked if that would eliminate the current practice of renting the uniforms from a company. Director Buteau responded, yes. Employees would launder and take care of the shirts on their own. The pants are still unknown at this time. Vests will still be needed but not as many as in the past.

Director Buteau added that he currently has 2 winter jackets and will need to purchase a few more prior to winter.

Staff at the Transfer Station utilizes reflective vests, so there would be no need to provide shirts to the transfer station employees.

Comments were made on the lack of quality that the town is currently getting on the company we use for striping of the crosswalks and arrows on the street. Discussion was centered on possibly the DPW doing the striping ourselves. This also will be discussed at a future meeting.

- **Administration**

**Department Updates:**

T/A Robichaud presented the Selectmen with a quote for electrical work in the T/A new office, and the Town Clerks new office configuration. The quote from Bare Knuckles Electric was given at \$3,232.00. The quote is as follows \$1,170.00 for the T/A's office work and \$2,062.00 for the Town Clerks office portion. Once the electric is completed, Legends Interior can come back and finish the T/A's office, and can begin the Town Clerks Office. The Selectmen discussed the quote and all agreed to accept it as presented.

T/A Robichaud asked if the Selectmen had any issues with letting the public utilize the basement for functions. A Northfield resident is interested in using the basement for a family function on a Sunday. Because of the Covid virus, questions were raised on "deep cleaning" the area after use. AT/A Giovannucci informed the

Selectmen on the current process and cost of using Town facilities. The Selectmen are okay with the using of the area, but the cost of the deep clean will be passed on to the user and it shall be paid in full upfront before using the room. Selectman Haskins suggested that we contact The Pines, to see who they use and what the cost of the cleaning would be.

T/A Robichaud and A/TA Giovannucci, informed the Selectmen of a proposal received from our electricity supplier Constellation Energy. The current contract is \$.074 per kWh, and expires in November 2020. The proposed quote allows the Town to choose the cost per kWh and how long the contract will be. The following is Constellations proposal for suppling the town with electricity. Each kWh at \$0.0698 for 12 months, \$0.06970 for 24 months, \$0.06930 for 36 months and \$0.06970 for 48 months. Selectman Haskins asked why there were two meters for 147 Park Street; Assistant Town Administrator (AT/A) Stephanie Giovannucci explained that there is a hot water heater at the Highway Garage that has a separate meter on it. The Selectmen will wait until the next meeting to make sure that this complies with town policy on purchasing.

- **Other Business:**

Selectman Haskins asked if the T/A has a cell phone. It was relayed to him that yes he does and it is the same number as the last T/A.

Selectman Waldron asked if the AT/A has updated numbers for where we are in the 2020 budget. He knows she has been very busy and that if she could get those within the next few weeks or so. AT/A Giovannucci stated that she will try to have updated numbers by Labor Day or soon thereafter.

A question was asked by resident Jon Cilley if the Selectmen were going to have a Selectman's Representative to the Zoning Board of Appeals. Chairman Waldron stated that there will be no Selectmen's Representative to the Zoning Board of Appeals.

- **Minutes Review**

**Brown/Haskins** moved to approve the minutes of August 18, 2020 as written. **Motion Passed.**

- **Non-Public Session**

Sel. Waldron made a motion at 6:38 pm to go into nonpublic session under NH RSA 91a 3-II (a), (b), (c), (d), and (e), seconded by Sel. Haskins, **Motion passed by unanimous roll call vote.**

Also present- T/A Ken Robichaud and AT/A Stephanie Giovannucci and Police Chief Raffaely.

**Waldron/Haskins** moved to reconvene the public session at 7:32 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.**

- **Other Business Cont.**

T/A Robichaud asked about the skate park and when the board may discuss this. Charmian Waldron stated that the board may entertain a discussion with Department Heads at a later date and may include public comment, but it will not be a "Circus". If questions are allowed, questions will be directed to the Board and not to other residents. It will be conducted in a calm and professional manner at all times.

Selectman Waldron stated that the Selectmen received an email from an abutter of an 80 acre parcel of land that the town now owns from a tax lien in 1999. Selectman Waldron stated that it seems to be a landlocked piece and discussion centered on what that town should do with properties that are in the towns possession. T/A Robichaud discussed that this piece of property is close to the power lines and it may be a prime area for a solar farm. Also discussed was how much land would a solar farm need? We could subdivide a piece out for the solar farm and sell off the rest. Discussed also were possible other parcels of land that could be sold for revenue.

T/A Robichaud said that he would put together a packet of town owned properties for a future meeting to see what the town had and do we need this property or not, and could the town sell the properties to put the property back on the tax rolls.

There being no other business the meeting adjourned at 7:49 pm.

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

**Meeting Minutes Approved September 9, 2020**