



## NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of October 8, 2019

**Present:** Chairman Wayne Crowley, Sel. Brown (via phone), Sel. Haskins

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

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

- **Public Input**

There were no members of the public present at the meeting.

- **Police Department**
  - **Department Updates**

The Chief reported that the gentlemen the Board extended a conditional offer to is still waiting to undergo the required polygraph. There was also a woman that approached the Chief about a position. She is currently not certified, but is a corrections officer. The Chief may bring her name forward to the Board in November for the Spring/Summer of 2020 Academy.

- **Public Works Department**
  - **Department Update**

Mr. Buteau reported that Bay Hill Road has been ground and the utility line work will start next week. It will be approximately three weeks until the road is ready for a new surface.

There has been a construction cone in Summer Street in front of Town Hall to encourage drivers to be cognizant of the crosswalk. Mr. Buteau now recommends the purchase of pedestrian signs to further encourage driving with caution in this area. The Board agreed purchasing two such signs/posts is appropriate.

Residents from Sandogardy Pond Road have been calling about their driveways entrances. Mr. Buteau was seeking direction from the Board on extending driveway culverts prior to the completion of the pavement by Hiltz. The Board agreed that the policy of adding additional culvert width for segments under 10 feet at no cost and charging for culvert costs over 10 feet is an acceptable policy.

On Diana Drive there seems to be some drainage issues due to ditches and culverts needing maintenance. Mr. Buteau has not made this maintenance a priority, but concedes that work needs to be done, this will be a project for next year.

- **Administration**
  - **Wage and Classification Study - comparison community continued discussion**

Once the Board selects the comparison communities they would like columns added to the spreadsheet addressing staffing levels. They would also like Fire District tax rates added into

the municipal rates that are reported to equalize the analysis with towns that have fire departments.

- **Employee Health Insurance - HRA/HSA and plan discussion**

Dr. Hutton reminded the Board some of the differences between a HSA and a HRA to combine with the high deductible insurance offered by the Town to its employees. The Board asked Dr. Hutton to research a previous decision to increase the employees' contribution to the health insurance premiums and detail the financial impact of changing plans to the employees.

- **Review minutes of the meeting of October 1, 2019**

**Crowley/Brown** moved to seal the non-public session minutes of October 1, 2019. **Motion passed by unanimous roll call vote.**

**Crowley/Haskins** moved to accept the minutes of October 1, 2019, with one typo corrected. **Motion passed by unanimous vote.**

- **Non-Public - RSA 91A-3 II (e)**

**Crowley/Haskins** moved to enter into non-public session under the provisions of RSA 91-A3II (e) at 6:08 pm. **Motion passed by unanimous roll call vote.**

Also Present: Dr. Tracey Hutton, Town Administrator

**Crowley/Brown** moved to reconvene the public session at 6:23 pm. **Motion passed by unanimous vote.**

- **Adjournment**

The next meeting is at 5:00 pm on the 15<sup>th</sup> of October. There will be three public hearings at 6:00 pm that evening; building permit fees, acceptance of unanticipated revenue from the State, and noise nuisance regulations.

The Board would like to see the "suspense list" for Town staff projects updated and brought back to the Board. It should include Breach of Contract insurance research.

There being no other business the meeting adjourned at 6:30 pm.

Respectfully submitted by:  
Dr. Tracey E. Hutton

**Approved on October 15, 2019**