



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of October 18, 2022

**Present:** Selectman Mark Hubbell, Selectman Jason Durgin and Selectman Kevin Waldron.

**Town Staff Present:** Town Administrator Ken Robichaud and DPW Director Justin Bernier

**Selectmen Hubbell opened the Selectmen's Work Session at 5:00 pm.**

The Pledge of Allegiance was recited.

Payroll for this week is \$19,868.00 and A/P is \$640,302.00.

### **Police Department Update**

None

### **Department of Public Works**

Director Bernier informed the Selectmen that the 10-wheel dump truck that was auctioned off at the State of NH "White Farm" sold for \$6,500.00, the Town will receive \$5,850.00, less the 10% seller's fee.

Bernier also updated the Selectmen on the road repair that the water department had done was not to the Town's liking, R&D Paving is the company that repaired the road, they will hire a company "Inferred Technologies" that will complete the repair next week.

Director Bernier asked the Selectmen about new trucks and the replacement of the trucks. He informed them that the pickup truck needed to be replaced last year but was not and now that the 10-wheeler is gone they could use another truck possibly a 6-wheeler. Selectmen Hubbell stated that the DPW has needed new trucks and that we should start reviewing this. Selectmen Waldron stated that we really need to know what we are replacing, do we need a pickup truck with a standard bed or one with a flat bed or a utility body on it. Waldron also went on to ask, do we need to replace the 10-Wheeler with a 10-wheeler or with a 6-wheeler? Selectman Durgin stated that his thinking is we should replace the pickup with another pickup with a plow and a sander.

The Conversation went on to discuss how to purchase the vehicles cash, or a lease of some sort. The Town Administrator said that he has reached out to Franklin Savings Bank for a quote on a 5–7-year lease and should hear back soon.

Director Bernier also discussed the UPS building project on South Park Road and the cut across the road was made without a permit. Dan Girsh representing UPS approached the Selectmen to discuss the issue. Mr. Girsh was sorry for the oversight, and they will do what is needed to correct the error. The Selectmen asked Director Bernier to ensure that UPS submits the application for a permit to open the road, as this road is less than 5 years old, and that they make a full repair of the road and adhere to the requirements of the permit which would be to pave 100 feet of either side of the road opening, and to also submit a bond, letter of credit or a check to cover the full repair of the road in the spring. The Selectmen and Mr. Girsh were okay with this.

## Administration

The Town Administrator brought up to the Selectmen a final review of the ARPA expense spreadsheet. It was noted that the Road Paving Project was \$300,000.00 over the budgeted proposal. The Selectmen reviewed the expenses and noted that there was considerable expense to add material to Shaker and Bay Hill Road to raise portions of those roads, as well as the paving project. Portions of Bay Hill and Shaker Road were built up where there were drainage issues as the road was lower in some areas. The total cost of the road project this year was \$864,333.69. Other expenses discussed in the ARPA expense spreadsheet was the installation of mini splits in the Town Hall basement, the Pines Park Project as well as Stormwater Road Engineering on Silver, Megan and Sarah Lanes, Twin Bridge Road, and the rest of Shaker Road.

The Generator for the Emergency Shelter came up for discussion as the ARPA expenses exceeded the funds available. Selectmen Hubbell and Durgin wanted to reconsider the Generator for the EMC Shelter at the Pines Community Center. Selectman Waldron took offense to Selectmen Hubbell and Durgin for wanting to cut the shelter generator out of the projects. Waldron stated that we have a generator here at the Town Hall, which is the Emergency Management Center, and the emergency management plan calls for a generator at the shelter located at the Pines Community Center. "I was on that committee, and we met many times, and all agreed that this was what we needed to do", "now you want to cut this out"! exclaimed Waldron. Durgin stated that "he never thought we needed a shelter generator", and Hubbell said, "I only agreed to sign the document, so that we could apply for a grant' I do not think it's needed either". **Durgin/Hubbell motioned to accept the ARPA Funds document dated 10-18-2022 as presented, as well as apply the ARPA funds to the projects specified in the document, and to expend the Apportionment "A" to the ARPA funds as specified. Motion passed with a 2-1 vote.** The Town Administrator noted that the generator for the emergency shelter will be put into the 2023 budget for review by the Selectmen, Budget Committee as well as the Voters at Town Meeting.

There was some discussion on the Bridge Fund money that will be coming to the Town in December. Approx. 102,000.00 will be coming from the State of NH to help with bridge repair and the Selectmen are looking at Riverside Park Drive to repair that area. DPW Director Bernier will get with an Engineer for better clarification on what is needed there, culvert replacement or full bridge construction.

**Durgin/Hubbell motioned to accept the minutes of October 11<sup>th</sup>, 2022, all in favor, Motion passed.**

The Town Administrator discussed with the Selectmen this year's budget increase so far of about \$143,000.00 or 3.8% over 2022 budget. Also, Robichaud did a look back at the past 11 years and it appears that the Town Budget only increased 2.09% per year for an overall amount of 23.01% for the eleven years. The Selectmen commented the budgets to watch are the School Budget, Fire District Budget, and the County Budget. The Town budget is small in proportion to those budgets and the Town budget has the least increase overall of any of them.

Administrator Robichaud informed the Selectmen that he has Health Officer training next Tuesday from 8:30 - 4:00 in Concord, so he might be several minutes late for next week's meeting. Asst. Administrator Giovannucci will get the meeting started if he is late.

## Public Input

None

**Selectman Hubbell called a recess to the meeting at 6:18.**

**Selectman Hubbell called the meeting back to order at 6:19.**

**Sel. Hubbell made a motion at 6:19 pm to go into nonpublic session under NH RSA 91a; 3-II, (A, C &L) seconded by Sel. Durgin. Roll call vote–Selectman Waldron–Yes, Selectman Hubbell- Yes. Selectman Durgin – Yes. Motion passed by a 3-0 vote.**

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**Hubbell/Durgin motioned to reconvene the public session at 6:46 pm. Roll Call Vote, Selectman Waldron-Yes, and Selectman Hubbell-Yes, Selectman Durgin – Yes. Motion passed by a 3-0 roll call vote.**

**Hubbell/Waldron 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 Waldron–Yes, Selectman Durgin – Yes, and Selectman Hubbell -Yes. Motion passed by a 3-0 roll call vote and the minutes are hereby sealed.**

**Other Business**

Selectman Durgin reminded the Town Administrator that we will review the non-public minutes one per week beginning in December.

Selectman Hubbell adjourned the meeting at 6:47 pm

**Minutes Recorded by Town Administrator-Ken Robichaud**

**Minutes were voted and approved on October 25, 2022 by a majority of the Selectmen.**