



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of October 22, 2019

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

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

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

- **Public Input**

There were no members of the public wishing to speak at this time.

- **Review Potential Site Plan Violation**

Dr. Hutton projected pictures of the Premier Pump & Supply site on Riverside that were taken the day prior. The land beyond the site plan's indicated "edge of clearing" has been thinned and the underbrush removed. This area will have the loam returned and be planted with tall grass that can be more easily maintained once the construction is complete. Chairman Crowley asked if the area thinned had been stumped and grubbed. Mr. Achorn indicated that it had.

Sel. Haskins what happens if the owners' decide to do additional work on the site. Chairman Crowley responded that a site plan amendment from the Planning Board would be required. Chairman Crowley indicated that he did not see a problem with these activities. Sel. Brown and Sel. Haskins concurred. It was determined there is no site plan violation.

- **Police Department**

- **Department Updates**

There were no updates at this time.

- **Noise Nuisance Bylaw**

Chief Raffaelly indicated that he was in agreement with the noise regulation as proposed. The Board asked if he was "ok" with the time restrictions to which he answered in the affirmative. The Board discussed the definition of Motor Vehicle and agreed the sentence should end after "lawn care." There was also discussion of removing "excepting forestry and logging" and replacing it with "with the exception of."

Crowley/Brown moved to adopt the Noise Nuisance Bylaw as amended. **Motion passed by unanimous vote.**

- **Public Works Department**

- **Department Update**

DPW Director Buteau indicated that the water line is going in on Bay Hill Road and that he will know more on the status of the project next Tuesday.

Chairman Crowley asked about the headwall issue by Union Church brought to our attention by HEB Engineering. He indicated that Mr. Buteau was satisfied without the headwall, but that the town should not pay for work that was not done. Dr. Hutton was directed to send a stern e-mail to HEB Engineering about the status of the DES permits for the Rail Road drainage solution. She was also told to indicate to HEB and NHDOT that the Board is fine with the \$20,000 pavement change order with the understanding that the funds may be used for escalation only and will go unspent if the escalation factor does not go up as much as is projected in the estimate.

- **Appropriation of Unanticipated Funds**

The Board discussed with Dr. Hutton the public's desire to apply the unanticipated revenue towards road infrastructure projects. Dr. Hutton indicated that she had received one written comment that the funds should be used to help lower the tax rate, but that there was an overwhelming majority of those present at the public hearing to apply it to road infrastructure projects.

Chairman Crowley indicated that he and Sel. Haskins had gone to the School Board meeting and the School Committee decided that their unanticipated revenue, the majority of which was from Northfield, would be used to help offset the school tax rate. Sel. Haskins again reiterated that the public hearing participants wanted to assist with road projects that were deferred due to the Shaker Road Bridge project.

Mr. Buteau brought up the fact that Bay Hill was quoted at 21' wide and that at Waldron's it is 23' wide. He is hoping to narrow the road from Waldron's down. The approximately \$116,000 did not include the side taps of Hidden Lane and WB Hill or the aprons of driveways and other roads, it did include 300' of Caveney. In addition, there is 1,400' of Rand Road that will need either pavement or additional gravel as it is currently muddy. Sel. Haskins asked for clarification on the details that Mr. Buteau talked through.

Sel. Brown indicated that he relies on Mr. Buteau's judgement. Sel. Haskins asked if some of the funds could pay for adding guardrail on Sandogardy Pond Road that some residents have been complaining about. Chairman Crowley responded that while this could be done, he did not see the need. He further stated that it is cleaner to put all of the funds toward one project, like Bay Hill.

Crowley/Brown moved to expend the unanticipated revenue of approximately \$90,000 on road projects scheduled for this year including Bay Hill Road paving and fine grading. **Motion passed by unanimous vote.**

- **Department Update**

There was discussion of the mail boxes on Sandogardy Pond Road and other roads in relation to the difficulty to plow the narrower roads. There seems to be a conflict between USPS policy and Town policy. Dr. Hutton was asked to investigate.

Chairman Crowley mentioned that paved driveways are exempt on assessments. He had discovered that there are many old assessing policies that should be addressed that exempt various improvements. He requested Ms. Giovannucci prepare a list.

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

Only three towns have responded thus far, discussion will continue when there is more data to analyze.

- **Employee Health Insurance -continued plan comparison discussion**

2020 insurance rates have not been received yet from NEEBCo.

Dr. Hutton asked when the HRA payback checks are issued what is to be done with those who have not been on the plan for long. Chairman Crowley indicated he thought they were being prorated.

- **Building Permit Fee Schedule**

Chairman Crowley asked Dr. Hutton if there was a limit on the number of renewals allowed. Dr. Hutton responded that the Board had not discussed a limit, so there was none proposed.

Crowley/Haskins moved to approve the revised Building Permit Fee Schedule as proposed.
Motion passed by unanimous vote.

- **Department Update**

Dr. Hutton reviewed the safety repairs on the Town Hall and Police Department that she is recommending come from the Emergency Repair Fund. She has a proposal from a blacksmith on the front stair at Town Hall. The board indicated they wanted to see a written scope of work at their next meeting.

- **Non-Public - RSA 91A-3 II (a) and (c)**

Crowley/Haskins moved to enter into non-public session under the provisions of RSA 91-A3II (e) at 6:17 pm. **Motion passed by unanimous roll call vote.**

Also Present: Dr. Tracey Hutton, Town Administrator and Chief John Raffaelly

Crowley/Brown moved to reconvene the public session at 7:22 pm. **Motion passed by unanimous vote.**

Crowley/Haskins moved to seal the non-public session minutes. **Motion passed by unanimous roll call vote.**

- **Review minutes of the meeting of October 11 and 15, 2019**

Crowley/Brown moved to accept the minutes of October 11, 2019, as presented. **Motion passed by unanimous vote.**

Crowley/Haskins moved to accept the minutes of October 15, 2019, with typographical corrections as noted. **Motion passed by unanimous vote.**

- **Adjournment**

The next meeting is at 5:00 pm on the 29nd of October.

There being no other business the meeting adjourned at 7:26 pm.

Respectfully submitted by:
Dr. Tracey E. Hutton

Minutes Approved October 29, 2019