



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of January 10, 2023

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

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

Others Present: Ken Tomlin, Kristen Vaughn, and Carl Bartlett

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

The Pledge of Allegiance was recited.

Payroll for this week is \$21,054.00 and A/P is \$479,419.00.

Department of Public Works

Director Bernier presented a pole license for the Selectmen to sign. Two new poles are for a new residence on Bean Hill Road and New Hampshire Electric Coop is the installer.

Mr. Bernier discussed with the Selectmen pricing on new drainage grates for Bay Hill Extension. The current grates do not allow the water and leaves to flow through it leaving water to pond over the road.

Mr. Bernier informed the Selectmen that the DES permits for culverts are good for 5 years. He has met with two other companies for pricing for engineering work on the culvert but has yet to get the quotes, maybe a week or two until he receives them.

Administration

PTO time was brought up again to change it, so all of the PTO time is given at the beginning of the year. Currently ½ of the time is given on January 1st and the remainder is given on July 1st. this was done in 2021 to reduce the liability if an employee left prior to the end of the year the Town would have to pay out all vacation on the books. The discussion turned to **HB-74** which is a new bill being proposed in the NH House of Representatives which if enacted would force the Town to pay all remaining vacation time out upon resignation. There was much discussion on if the bill passes would make our current issuing of PTO time ineffective.

Durgin / Hubbell motioned to issue 100% of PTO time on January 1st of each year. New employees shall receive PTO time on a pro-rated basis. The vote was 2-1, motion passes.

Administrator Robichaud discussed some of the upcoming bills that have been filed in Concord- HB-70: which allows a Deputy Town Clerk to fulfill the duties of the Town Clerk and need not have his or her domicile in the Town.

HB-123: Governing body members and school Board ex-officio members of a budget committee, shall serve in an advisory capacity only, and their attendance will not count towards a quorum requirement, nor will their vote count on any matter brought before the committee.

Administrator Robichaud asked the Selectmen where they would like to hold the Saturday Town Meeting at Southwick School or at the Pines Community Center. The Selectmen asked if the school could provide use of

the sound system, Robichaud stated that he asked in 2020 the school said no, but it may have been because of COVID. The Administrator said he would ask.

Selectmen discussed having a candidate's night on March 1st 2023.

Administrator Robichaud informed the Selectmen that submissions for the Annual Town Report are due by February 8th 2023.

The Administrator discussed with the Selectmen the proposed warrants for Town Meeting. They began with article 2 and after a long discussion, decided to review them this week at home and at next week's meeting review them and have questions ready.

Administrator Robichaud handed the Selectmen information from the Merrimack County Juvenile Diversion Program on the County's diversion program and how it compares to the Youth Assistance Program. The Youth Assistance Program will be presenting their 2023 budget request to the Budget Committee on Thursday night.

Review Minutes

Durgin/Hubbell motioned to accept the minutes of January 3rd, all in favor, motioned passed.

Other Business

Selectman Waldron asked about the Police Chief Search Committee progress. Mr. Robichaud stated that we will be discussing this further in non-public session.

Selectmen Hubbell informed the Selectmen that he was in contact with Fidium high speed internet and that they will be moving north with their product at some point.

Selectman Waldron asked about the Police Departments backup system and if there is any more information about that. The police chief was not in attendance for this meeting. They discussed the Backup system and will wait until the Police Chief returns. There was some discussion on when a Department Director is out, is the Asst. Director supposed to attend the Selectmen's meeting in their place. This has not been the normal procedure in the last several years.

Selectman Waldron asked about an email that was sent to the Selectmen. Selectman Durgin stated that it was from a food pantry, and he forwarded it to the Town Administrator. Mr. Waldron stated that this email was sent to the Selectmen and the Town Administrator is responding to this, this is not how it should be handled. I don't have an opinion on this, but the directive should come from the full Board, not one Selectmen. Mr. Durgin stated that he didn't decide anything he just forwarded to the Town Administrator. Mr. Robichaud said that he drafted an email to Twin Rivers Food Pantry, he has not sent it yet, stating that having three pages of information in the Annual Town Report was not the appropriate avenue for this information, but the Town is willing to put one page of information in the monthly newsletter. The Selectmen agreed to this.

Selectman Hubbell opened up Public Input at 6:10 pm

Public Input

Kristen Vaughn- Asked if the Police Chief Committee been formed yet.

Selectman Hubbell recessed the meeting at 6:20 pm

Selectman Hubbell reconvened the meeting at 6:25 pm

Sel. Hubbell made a motion at 6:26 pm to go into nonpublic session under NH RSA 91a; 3-II, (B) seconded by Sel. Waldron. Roll call vote–Selectman Waldron–Yes, Selectman Hubbell- Yes. Selectman Durgin – Yes. Motion passed by a 3-0 vote.

Hubbell/Waldron motioned to reconvene the public session at 7:43 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.

Selectman Waldron spoke about the passing of Terry Ann Steady. Mrs. Steady was a well-known resident in the community. She gave selflessly to the Town of Northfield as Supervisor of the Checklist for over 35 years. She was a valuable asset to the Community and was a very respected member of the Community. Mrs. Steady passed away last Friday.

Selectman Hubbell adjourned the meeting at 7:46 pm

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes approved January 17, 2023