



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of November 15, 2022

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

Town Staff Present: Town Administrator Ken Robichaud, Police Chief John Raffaely, 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 \$22,130.00 and A/P is \$24,988.00. Last weeks payroll was \$22,294.00 and the A/P was \$470,878.00.

Police Department Update

Chief Raffaely informed the Selectmen that the Garage doors are all set and working correctly, as they should.

The Chief informed the Selectmen that the new officer that he was looking at did not work out.

The boiler at the Police Department which provided heat is finally fixed and working as it should. Two zone valves were replaced.

Chief Raffaely brought to the Selectmen's attention an issue with vacation time for a newly hired officer. It appears that the officer received 5 weeks of vacation all at the same time. Town policy is that all paid time off (PTO) is given out in 6-month increments, ½ in January and the remaining ½ in July. This will be brought up at a later date, so that all the paperwork can be reviewed, prior to a decision.

Department of Public Works

Director Bernier discussed the purchase of new trucks again this week. Bernier presented the Selectmen with a spreadsheet with several 6-wheel dump trucks with the cost for cab and chassis as well as the upfitting charge, as well as a stainless-steel dump body. The discussion turned to leasing of a 6-wheel dump truck as well as a pickup truck. There was much discussion on leasing vs. buying, how long the lease should be as well as the 7 year /150,000-mile warranty. Selectman Waldron was against leasing any vehicle and stated that we may not need a pickup truck. Selectmen Hubbell and Durgin were more inclined to lease as this would allow the Town to get new trucks more quickly due to the delay of building new trucks. The Selectmen will decide next week on leasing of vehicles, when Bernier can come back with more quotes for a pickup. Selectman Hubbell thanked Bernier for the work he put into the spreadsheet it made it much easier to see costs.

Selectman Waldron asked Director Bernier about the repair to the water leak on Bay Hill Road. Bernier replied that he has seen the repair and there is no longer a dip in the road. Selectman Waldron stated that in his opinion it rippled and not smooth. Bernier said that it is not as smooth as it should be. The Selectmen will visit the area in the next several days.

Administration

The Town Administrator informed the Selectmen that he will be on vacation next week, so Stephanie will be filling in for Tuesday night's meeting.

Wednesday at 1:00 pm Town Hall will be closed for an employee appreciation luncheon and will reopen on Thursday at the usual time.

The Town Administrator presented the Selectmen with quotes for natural gas in 12, 18-, 24-, 36- and 48-month agreements. The Administrator is asking the Selectmen for authorization for the Administrator to enter into an agreement based on the best price for the Town. The Selectmen were okay with this as they did it for the electric agreement a few weeks back. They did not want a 48-month agreement as they thought that was too long of a time frame, if the cost of the 18-month agreement remained at this price they would like that. The Administrator stated that he will check in the morning.

The Administrator reminded the Selectmen that he will be attending the New Hampshire Municipal Association Conference on Thursday November 17th, as he was nominated for the Municipal Advocate of the Year Award.

The Administrator presented the Selectmen a draft letter to the Merrimack County Commissioners as well as the Treasurer on the delay for DRA in setting the Towns tax rate which is an issue between the Tilton-Northfield Water District and the Tilton-Northfield Fire District. The Town is asking the County to waive interest penalties because DRA cannot set the tax rate until this issue is settled. The Selectmen signed the letter.

The Administrator asked the Selectmen about the 2023 budget and how they wished to proceed. The Budget Committee is set to meet on December 1st. The Selectmen discussed this, and they stated that they will look at the budget and at the November 29th meeting will discuss anything that they think should be changed at that time. The Selectmen usually goes through the budget line by line but legally it is up to the Budget Committee to set the budget as they see fit. The Selectmen manage the budget once it is set by the Budget Committee.

Other Business

Selectman Durgin informed the Selectmen that there is an issue with the natural gas lines in the Town Hall. When the piping was installed the installers used the wrong fittings for the application. The Town Administrator will wait for the quote and then will decide once he sees what the cost is.

Durgin/Hubbell motioned to accept the minutes of November 1, 2022, as corrected, all in favor, motion passed.

Public Input

Ken Tomlins- wants information on the committee for the Police Chief selection committee.

Chairman Hubbell recessed the meeting at 6:38 pm
Chairman Hubbell reconvened the meeting at 6:46 pm

Selectman Hubbell recesses the meeting at 6:18 pm.
Selectman Hubbell reconvenes the meeting at 6:26 pm.

Sel. Hubbell made a motion at 6:27 pm to go into nonpublic session under NH RSA 91a; 3-II, (A, B, L) seconded by Sel. Durgin. 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 7:15 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 Hubbell adjourned the meeting at 7:15 pm

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes approved November 22, 2022