



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of November 16, 2021

**Present:** Selectman Kevin Waldron and Selectman Mark Hubbell.

**Town Staff Present:** Town Administrator Ken Robichaud, Police Chief John Raffaely, and DPW Director, Justin Bernier.

**Also Present:** Ken Tomlins, Jason Durgin, and Carl Bartlett, Scott Haskins, Jeff Hayes

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

The Pledge of Allegiance was recited.

Jeff Hayes; the Executive Director of the Lakes Region Planning Commission (LRPC) presented to the Selectmen an update of what LRPC does for its municipality members. In 2021, the Town of Northfield was charged \$3,684.00 for annual dues to LRPC. In 2022 the dues will rise to \$3,817.00.

Some of the opportunities that LRPC can assist the Town of Northfield with is the use of a Certified Planner, traffic monitoring devices, solid waste assessments, grant writing, mapping services, household hazardous waste disposal, storm water and culvert programs, side walk assessments and also for a fee LRPC can help the Town with forming a 10 year road improvement plan. LRPC has recently received funding from the United States Department of Agriculture (USDA) for a Streetscapes program. The Streetscapes Program assists the municipality in creating development of a street and sidewalk program which could help Northfield in getting funding for Pines Park redevelopment.

LRPC currently has two Northfield residents on its Board of Directors and currently no representation on LRPC Transportation Committee Board.

### **Police Department Update**

The Police Chief informed the Selectmen that he has been unable to get anymore quotes on overhead doors for the Police Department. Last Week he brought one quote from our current provider and other installers do not have time to come out and give a quote. The Selectmen both agreed to waive other quotes and let our current provider Laurent Overhead Doors order and install the new garage doors for \$4,990.71. It will be some time before we can get the doors shipped to us, due to availability issues at the factory.

### **Public Works Department Update**

Director Bernier told the Selectmen that he was still trying to locate loaders to purchase but is having trouble finding them. He stated that the ones in Massachusetts either have been sold already or were being leased out for the winter and are not available. He will continue to look; Selectmen Hubbell suggested that he look at Chappelle Tractor as they may have something.

Director Bernier told the Selectmen that the remaining culvert pipe for the Shaker and Bay Hill Road projects was delivered last Wednesday as promised and Hiltz Construction has completed the cross culverts and are

planning to get over to Bay Hill Road to install the cross culverts there before the asphalt plants close for the winter in early December. We hope that the warm weather continues so that the plant remains open longer.

### **Administration Update**

Town Administrator Robichaud passed out to the Selectmen a curbside solid waste collection tonnage report of the last 10 months. From January 1<sup>st</sup> 2021 to May 31<sup>st</sup> 2021, curbside solid waste collection averaged approx. 126.55 tons per month. Beginning with the new restrictions on June 1<sup>st</sup> 2021 up to October 31<sup>st</sup> 2021 the average was approx. 108.34 tons per month. The average from Jan 1<sup>st</sup> to October 31<sup>st</sup> of 2021 is 117.45 tons per month, in comparison to this time last year the weight was approx. 140.86 tons per month, so the Town is seeing a reduction in curbside solid waste collection which will be evident in the reduction of disposal expenses.

Discussed next was the “Pay as you throw” bag program at the transfer station. Since the program began on September 13<sup>th</sup> 2021, there have been (60) \$2.00 bags sold and (201) \$4.00 bags sold for a total of \$914.00. Dumpster rentals of \$350.00 per month x 2 months are \$700.00. This program was created to help residents who incur more household solid waste than the allotted weekly amount, they can utilize the program by purchasing bags at Town Hall which completely pays for the program and is not subsidized by any tax dollars. This program appears to be working very well at this time.

Maurice Boudreau has requested to be appointed by the Selectmen as a full Member of the Zoning Board of Appeals. Mr. Boudreau is currently an Alternate Member and requests to be a full member. The Selectmen discussed this in great detail.

**Hubbell/Waldron motioned to appoint Maurice Boudreau as a Full Member of the Zoning Board of Appeals, all in favor motion passed.**

Mr. Phil Davis requests that the Selectmen appoint him to the Conservation Commission. The Selectmen discuss this and would like to have Mr. Davis come to a Selectmen meeting to discuss this with him. The Town Administrator will reach out to Mr. Davis and schedule a convenient time for him to come in and speak with the Selectmen.

**Waldron/Hubbell motioned to approve the minutes of the November 9, 2021 meeting. All in favor, motion passed with spelling corrections made to names.**

Selectman Waldron called a recess of the meeting at 6:04 pm.

Selectman Waldron called the meeting back to order at 6:12 pm.

### **Other Business**

Town Administrator Robichaud asked the Selectmen if they were still meeting on Saturday to review the budget. The Selectmen discussed this and Selectman Hubbell stated that he will not be there on Saturday as he has many commitments which are becoming more difficult to balance and manage a work/home life. He also stated that he is on the Budget Committee and would like to step down from the Planning Board; Selectman Waldron stated that he will take over on the Planning Board if Selectman Hubbell wants to step down. Selectman Waldron said that if we don't meet Saturday then we will have to meet another day during the week. Selectman Hubbell said that he would not do that and that we can set aside an hour prior to each Tuesday meeting to review the budget. The Selectmen agreed to start the meeting at 4pm on Tuesdays to review the budget.

6:20 pm- Dawn Shimberg Executive Director for the Youth Assistance Program (YAP) and Jen Adams President of the Board of Directors for the Youth Assistance Program (YAP) addressed the Selectmen on their 2022 budget request. Ms. Shimberg told the Selectmen that she has sent out letters to area businesses requesting donations for her program as a way to fund raise. She has received over \$1,300.00 so far and she has another round of letters to send out. Also she informed the Selectmen that she is also expecting a possible grant from the state for funding but she has no assurances at this time that she will receive it.

Selectman Hubbell asked why Sanbornton eliminated funding for the Youth Assistance Program; it was explained by Ms. Adams that as far as she knows they did not have many children in the program from Sanbornton and the Town did not think that the cost was worth the benefit of the program. Selectman Hubbell also asked if the children were being put on the program by the Police Department or by the courts or other ways. Ms. Shimberg stated that about 25 children per year are on the diversion program.

The Selectmen addressed the budget request as it is an increase of \$6848.00 from 2021 budget request. There is a 2.5% increase in salary as the Director has not had an increase in a few years, a 5% increase in health benefits and office space rent has increased about \$300.00 from last year, and NH unemployment insurance has increased as well.

The discussion of health benefits was addressed. Ms. Shimberg stated that the cost of a family plan is about \$31,000.00. The Selectmen asked the Town Administrator what Northfield pays for a family plan; The Administrator answered about \$19,000.00 roughly. The Selectmen were concerned with the cost of the insurance and asked if there were any out of pocket costs for the employee Ms. Shimberg stated no. Discussion revolved around more costs and if any families who use YAP do they pay any of the costs associated with the program, Ms. Shimberg said no there is no cost sharing but we can look at that for in the future. The agency hold out 5 slots for children outside of the Tilton Northfield area, that's it most if not all of the program participants are either Tilton or Northfield residents. Ms. Shimberg ended the discussion with YAP is a preventative measure for what may happen in the future we have to get the kids early enough so that they have success in the future and don't end up in jail. If gives them tools to help them through difficult times with anger management, peer pressure or just someone to listen to them. The Selectmen took the information under advisement and thanked Ms. Adams and Ms. Shimberg for speaking with them tonight.

### **Public Input**

Selectman Waldron opened Public Input at 7pm.

**Scott Haskins**-would like to know the recidivism rates for this program- how many children make it successfully through the program and how many do not. How do we know its working, as I have asked these questions when I was a Selectman and never got a clear answer. I am the Chairman of the Pines Park Committee and I want to report that we had our first meeting last week and we are meeting on Thursday afternoon to walk the new Pine's Park area.

**Jason Durgin**-He has had a personnel experience with YAP in the past and his family has used it and it was an opportunity to help his children.

Selectman Waldron recessed the meeting at 7:13 pm.

Selectmen Waldron called the meeting back to order at 7:19 pm.

Next Week's meeting will be at 4pm.

**Sel. Waldron made a motion at 7:19pm to go into nonpublic session under NH RSA 91a; 3-II, (C) seconded by Sel. Hubbell. Roll call vote-Selectman Hubbell-Yes and Selectman Waldron- Yes.**

**Waldron/Hubbell moved to reconvene the public session at 8:12 pm. Roll Call Vote, Selectman Hubbell-Yes and Selectman Waldron-Yes, Motion passed by unanimous roll call vote.**

**Waldron/Hubbell 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 Hubbell –Yes and Selectman Waldron-Yes. Motion passed by unanimous roll call vote and the minutes are hereby sealed.**

**With no further business to come before the Board of Selectmen this Meeting was adjourned at 8:12 pm.**

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

**Minutes voted on and approved unanimously on November 23, 2021 by the Northfield Selectmen.**