



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of November 21, 2023

Present: Selectman Jason Durgin, Selectman Ross Cunningham, Selectman Mark Hubbell

Town Staff Present: Interim Town Administrator Stephanie Giovannucci, Interim Public Works Director Justin Bernier, Police Chief Mike Hutchinson, and Police Lt. Jesse Colby.

Sel. Durgin reopened the public meeting at 5:00 pm.

2024 Proposed Budget Review

ITA Giovannucci informed the Board that the Tilton Senior Center bus was discussed by a prior Selectboard and was asked to spend down their funds prior to asking for budgeted monies. Pat Constantino informed her that they are down to their last \$500, and would like to be included in the budget for 2024. Mrs. Giovannucci stated that they did the math and \$1700 should be good for the year, she added that Ms. Constantino will still be looking for donations from local businesses, but is finding it hard because everyone is seeking donations.

Sel. Hubbell asked if an administrative assistant is necessary. Board discussed further and agreed the position is necessary, but they are delaying the hiring until July.

Cunningham/Hubbell moved to accept the 2024 proposed budget recommendations from the Board of Selectmen. **Motion Passed.**

Public Input

Helen Hardenburg inquired about the additional spending in 2023 noted at the bottom of the budget spreadsheet and asked where the monies would be coming from. ITA Giovannucci stated that there are individual lines for each item, they are just not in the lines yet as they haven't been approved for purchase.

Administration

ITA Giovannucci asked the Board to approve the job description for Health Officer.

Cunningham/Hubbell moved to accept the Health Officer job description as presented. **Motion Passed.**

Police Department

Lt. Colby received three quotes to replace the side arm pistols, he explained the new pistols incorporate optics to improve accuracy. He recommends Amchar Wholesale who includes training and will purchase our old pistols back for \$4300.00. Additionally, the quote includes new holsters, flashlight and optics. Chief Hutchinson stated that moving forward they are putting a plan in place to be more proactive in replacing equipment before they become so outdated.

Cunningham/Hubbell moved to approve the purchase of the new pistols as presented. **Motion Passed.**

Chief Hutchinson stated that the 5-year program for the tasers is up Nov. 2023. Lt. Colby has received a quote from Azon who is the only company with a lease program on tasers and noted that the ones we currently have are the third oldest on the market. Lt. Colby explained that the extended warranty will move them past the final lease year and that there is no buy back offer on these.

Cunningham/Hubbell moved to approve the purchase of the Tasers as presented. **Motion Passed.**

Chief Hutchinson stated that he would like to put the request for computers on hold until the next meeting. He added that he has requested HVAC quotes for a replacement incase the one we have breaks again this summer, all duct work will stay.

Public Works Department

ITA Giovannucci presented a proposed agreement with Canterbury regarding the care for Ayers Rd. Board reviewed and asked that she pass this onto Canterbury Selectboard to see if they will agree.

Brian Wickens, Mechanic discussed the need for a 10,000lb lift at the shop in order to perform specific work on the vehicles such as tire changes. Currently we have a lift, but when it comes to tires, brakes, rotor changes etc, he has to use jack stands which is very unsafe.

Sel. Hubbell discussed the weight of the vehicles and the thickness of the floor and questioned if insurance would cover it.

Cunningham/Durgin moved to approve the purchase of the lift with the conditions that the floor is verified, insurance will cover. **Motion Passed.**

Sel. Hubbell asked IPWD Dow if the crew has started to spread the gravel at the Pines Park parking lot. Mr. Dow confirmed that they have and have a little more to go.

New Business

IPWD Dow informed the Board that he was handed a quote to reclaim Sarah Ln, Silver Ln, and Megan Dr before winter. He added that he does recommend this as the road is in very bad condition and will do a lot of damage to their plows. He confirmed that R&D Paving has stated that they have time to complete this task before winter.

Sel. Hubbell stated that we usually receive three quotes for something like this. Sel. Cunningham agreed, and that the Board should have been informed sooner in order to get the quotes. However, does agree it needs to be done or half the road will be in everyone's yards come spring.

Durgin/Hubbell moved to approve R&D Paving to reclaim Sarah Ln, Silver Ln and Megan Dr per quote as presented. Motion Passed 2-1

Unfinished Business

Hodgdon Rd Cemetery – No new updates

Other Business

Sel. Hubbell asked about the Power Coop update for electricity savings. Mrs. Giovannucci doesn't know much about it, but will look into it.

ITA Giovannucci informed the Board the Foothills Foundation will be at the next Selectboard meeting to give them an update on their foundations progress.

Review Minutes

Durgin/Cunningham moved to approve the minutes of November 7, 2023. **Motion Passed.**

Public Input

Ken Tomlin inquired why the reclaiming wasn't brought before the Board earlier.

Kevin Waldron stated that he feels we should purchase a 12,000lb lift instead of a 10,000lb so it can do more vehicles. Mr. Waldron also stated that he's concerned that the town's budget is up 3% because the Fire Districts going up a lot. Mrs. Giovannucci stated that as for the last meeting minutes of the Fire District they are looking at an 11% increase.

Sel. Durgin recessed the meeting at 6:06pm.

Sel. Durgin reopened the meeting at 6:18pm

Non-Public Session

Durgin/Hubbell moved to go into Non-Public Session at 6:19 pm under NH RSA 91a;3-11 (A). Roll Call Vote – Sel. Cunningham – Yes, Sel. Hubbell – Yes, Sel. Durgin – Yes **Motion Passed.**

Durgin reconvened the public session at 6:55pm.

Durgin/Hubbell moved to seal the minutes of the non-public session because divulgence of the information likely would adversely affect the reputation of any person other than a member of the board or render the proposed action of the board ineffective. Roll call vote, Sel. Cunningham – Yes, Sel. Hubbell – Yes, Sel. Durgin - Yes. **Motion Passed minutes are hereby sealed.**

There being no other business, Sel. Durgin adjourned the meeting at 6:56 pm

Minutes approved December 5, 2023