



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of January 18, 2022

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

Town Staff Present: Town Administrator Ken Robichaud, Police Lt. Mike Hutchinson, and DPW Director Justin Bernier.

Also Present: Ken Tomlins, and Kristen Vaughn,

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

The Pledge of Allegiance was recited.

Selectman Waldron announced the accounts payables for the week of 1/17 to be \$33,448.00, Payroll is at \$19,000.

Police Department Update

Lt. Hutchinson asked the Selectmen if they would consider separating sick time from PTO time. Selectman Waldron stated that PTO time is paid time off, so separating it does not matter at this time. The Selectmen asked questions and they will discuss this at a later meeting.

Lt. Hutchinson asked if the Selectmen are requiring Part-time employees to have yearly evaluations, they stated yes, they do.

The new Police cruiser is expected to be delivered sometime in February now.

Department of Public Works Update

Director Bernier informed the Selectmen that he sold the old forks, off the old loader for \$2,000.00. Director Bernier also told the Selectmen that he has a quote for a radio from two-way communication, for under \$1,000.00. He is still waiting for Global Communications quote to come in. He will be off on this Friday as he worked on Monday, which was a holiday for employees. The sidewalk trackless snowblower ran into a child's pack and play, this had been left on the sidewalk before the snowstorm, and it could not be seen under the snow. No damage occurred to the trackless unit. It was asked about any damage sustained to a gravestone in Arch Cemetery. Director Bernier stated that a large tree fell last week in the Arch cemetery, but he isn't sure if there was any damage to any gravestones. He will research if any damage was done.

The Selectmen discussed more road conditions. Selectman Durgin asked about the sand/salt mix and how it was going. Bernier said it was going well, and he is using strictly salt in the village district because of the catch basin cleaning.

Administration Update

Town Administrator Robichaud reported that the Budget Committee finalized the 2022 budget last week. The 2022 budget is \$3,672,733. Administrator Robichaud informed the Selectmen that he will be in Concord testifying on HB-1033 on Wednesday, a letter to the Committee in opposition of HB 1033 was signed by the Selectmen.

The Selectmen reviewed the Articles for town meeting and discussed Article 6 in detail. It was decided to leave it at \$85,000.00 in funding for 2022. Other articles were discussed in more detail, and it was decided to leave it as was presented. It will go to the Budget Committee on Thursday.

Selectmen discussed the culvert bridge going into the Eptam Industrial Park; as this will need to be replaced in the future, we do need to look at this sooner, than later.

Town Administrator Robichaud presented to the Selectmen a date to hold the Public Hearing for the 2022 budget; between the Selectmen, and the Budget Committee, tentatively on Thursday, February 3rd, 2022 at 6pm.

Bodycams were brought up for the Police Department by Selectman Waldron. The Selectmen discussed this and asked Lt. Hutchinson what he thought, he stated that we could wait a few years. Selectmen Hubbell and Durgin did not want to move forward on this.

The Selectmen discussed the old black detective's car and discussed that it should be brought to the DPW area and lettered as a Town vehicle.

Administrator Robichaud has received 4 resumes for Building Inspector and recommended that Selectman Durgin be on the interviews. Selectmen were okay with this.

Other Business

Durgin/Hubbell motioned that Selectman Durgin be appointed as representative to the Planning Board. Motion passed on 2 yes and 1 no vote.

Selectman Waldron asked where old business was on the agenda. The Administrator asked how he is supposed to keep track of all these things. The Selectmen said that they will ask him, to put the item on the suspense list, each week.

Selectman Durgin asked about liaison representatives to the Departments. Selectman Hubbell is Representative to the Police and DPW, Selectman Waldron is the Town Hall Representative. The Town Administrator stated, that in March, once the elections are over, there will be a Board of Selectmen reorganizational meeting, this is where they will decide who is the specific department representative.

It was noted that the Town Hall parking lot needed more lighting at night. Director Bernier will look at options.

Also discussed for Town Hall was opening one bathroom for public use during Board Meetings only.

Discussion was had on the discontinuing of an old town road between 54 and 58 Summer Street. More information is needed. It will be added to the suspense list.

Permits were discussed, as to why we need interior permits, if the resident does not change the footprint area. Plumbing and electric permits were discussed, and why do we need these as well. Also, the fees associated with the permits should go as well as the permits themselves. This will be put on the suspense list.

Public Input

Ken Tomlins- encouraged the Selectmen to add on sick time for the employees so we don't become a training ground.

Kristen Vaughn- discussed the requirements of keeping the permits in place for life safety.

Selectman Hubbell/Durgin motioned to accept the minutes of January 11th, 2022, meeting as presented, all in favor, motion passed.

Sel. Waldron made a motion at 7:28pm to go into nonpublic session under NH RSA 91a; 3-II, (A, D&C) seconded by Sel. Hubbell. Roll call vote—Selectman Hubbell—Yes, Selectman Durgin—Yes, and Selectman Waldron— Yes.

Waldron/Hubbell moved to reconvene the public session at 8:35pm. Roll Call Vote, Selectman Hubbell- Yes, Selectman Durgin -Yes, and Selectman Waldron-Yes, Motion passed by unanimous roll call vote.

Waldron/Durgin 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, Selectman Durgin -Yes, and Selectman Waldron-Yes. Motion passed by unanimous roll call vote and the minutes are hereby sealed.

Other Business

Next Week's Selectmen meeting will start at 4pm.

With no further business to come before the Board of Selectmen, this meeting was adjourned at 8:39 pm.

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes Voted and Approved on January 25, 2022