



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of December 1, 2020

Present: Selectman Kevin Waldron, Selectman Scott Haskins and Selectman Glen Brown

Also Present: Town Administrator Ken Robichaud, Public Works Director Andy Buteau and Police Chief John Raffaelly

Zoom Attendance: None

The meeting was called to order at 5:02 pm by Chairman Waldron.

Chairman Waldron led the pledge of allegiance.

- **Public Input:** None
- **Police Department.**

Chief Raffaelly stated that he has not received any applications for the open position of Police Officer. The position has been open for 4 weeks. The advertisement has been put in the local paper, on our website, on the NH Municipal Website and a Nationally Publicized Police Magazine to no avail. The Town will attempt to publish the Ad in the Manchester Union Leader next.

- **Public Works**

Director Buteau stated that New Hampshire Department of Environmental Services (NHDES) is requesting a test of the monitoring wells located behind the Public Works Building. There are approx. Four wells that monitor ground water at that location. State Legislators in July of 2020, announced that there would be stricter testing of ground water for PFOA and PFAS's levels. PFOA and PFAS are fluorinated organic chemicals that are part of a larger group of chemicals referred to as perfluoroalkyl substances (PFASs). PFOA and PFAS have been the most extensively produced and studied of these chemicals. They have been used to make carpets, clothing, fabrics for furniture, paper packaging for food and other materials (e.g., cookware) that are resistant to water, grease or stains. They are also used for firefighting at air- fields and in a number of industrial processes.

Discussion surrounded the cost of this testing as this is not part of our normal yearly testing which has been covered by NHDES grants. The Town will have to pay for this test at a cost of around \$3,400.00. The testing company is coming out on Wednesday morning to do a regular test and will do this test as well, which is saving the town some cost that they will not have to make a special trip to do this test.

The new truck that is at Fairfield's to get outfitted is still in the Query. It is unknown at this time when it will be outfitted.

Director Buteau stated that he has spoken to the owner of New Sky Tree Company and he still is unsure if he will be able to take down the pine trees at Pines Park in this calendar year, but will get an invoice to the town so that the Town can encumber the funds for the project.

- **Administration**

The T/A discussed with the Selectmen a letter to abutters of the Stevens Road property that the town took for a tax lien in 1999. The Selectmen have voted to sell this property to abutters as the property currently is landlocked and can only be accessed through an abutter's property. The T/A stated that he has spoken to the Town Attorney about the letter and she suggested that we put a minimum bid amount in as the town has lost revenue with the lien and also we can add on interest

and penalty's as well as legal fees to be reimbursed with the sale of the property. There was some discussion on this but the Selectmen declined to have a minimum bid and will move forward as the letter states.

The T/A discussed with the Selectmen, a letter he received from Susan Lowey the Town Attorney, about Ledge Road. Mr. Daniel Durgin wants to build a house on a lot that he owns on the discontinued portion of Ledge Road. The Town is unsure how to proceed at this point, State law states that you may build on a lot that has a street giving access to that lot. Ledge Road is a discontinued road and therefore there is no access via a public road. The Selectmen decided to have a non-meeting with our Attorney at a later time in the near future.

The T/A discussed with the Selectmen on installing a time clock in all buildings that is directly connected to our finance software which enables the Town to keep better track of its employees as well as making sure our employees are paid properly. The Selectmen discussed other options as well but decided to go with a computer based software system that works in concert with our General Ledger financial software.

The Town Administrator told the Selectmen that he spoke with the Town Clerk, (T/C) about a credit card machine that the Selectmen discussed last week in their meeting. The T/C stated that she is waiting to hear back from Avitar Associates our Assessing Software vendor, as it may be in our contract that we cannot use another vendor for credit cards if we have a contract with Avitar. The T/C will get back to the T/A on this, as the Selectmen would like to move forward with allowing residents to pay their bills via a credit card, as well as check and cash.

The T/A gave the Selectmen a list of addresses for 4 units or more, of housing in Northfield as they are looking at the curbside waste pickup and the ordinance that deals with who gets the town services, as the Selectmen agree that if someone is profiting from housing then the town should not be subsidizing that business.

The T/A passed on to the Selectmen that he has another Security Company coming in to give another comparison quote for upgrading our security camera system and adding an electronic access system to enhance as well as upgrade our current security system.

The second TV monitor has been installed in the Town Hall main meeting room. This will help with giving information during meetings.

Discussion turned to the Solid Waste contract in Northfield. The Selectmen have been looking at this as pricing for solid waste will be on the rise next year when the town will look at extending its contract. The town currently classifies commercial buildings as buildings with 4 or more living units per parcel. Discussion surrounded changing the definition from 4 units to 2-3 units per parcel. Solid waste is increasing and the town cost is increasing as well, in order to address upcoming increases in taxes, change must occur with how we treat waste. Licensing costs were discussed and should the town tell who can and who can't pick up trash. The T/A will get a list of units with 3 or more units per parcel for discussion next week.

The 2021 budget was given to the Selectmen. The Budget process came up and discussion on getting guidance on town budgeting. It was decided to purchase 10 books from the New Hampshire Municipal Association (NHMA) one for all members of the budgeting committee, one for each Selectmen and the T/A and 1 for the Finance Office. The T/A will order 10 books as soon as possible.

Discussion on the Skate Park came up and the T/A informed the Selectmen that the Northfield Economic Development Committee (NEDC), is not interested in managing the Skate Park and will only be a manager of the funds for the park. Amanda Durham of Winnisquam Regional High School as well as other teachers and students want to help maintain and keep the Skate Park alive. Discussion ensued on what the parameters should be with the entities willing to lend a hand with the Park. The T/A will contact Amanda Durham and NEDC representatives to get them all on the same page and will report back to the Selectmen on the effort.

Selectman Haskins asked about the reopening of Town Hall. The T/A stated that it went well and no issues occurred during the reopening.

- **Minutes Review**

Haskins/Brown moved to approve the minutes of November 24th, 2020. Roll call vote Selectman Haskins yes, Selectman Brown yes, and Selectman Waldron yes. Motion Passed by unanimous vote.

- **Non-Public Session**

Sel. Waldron made a motion at 6:52 pm to go into nonpublic session under NH RSA 91a 3-II,(a & c) seconded by Sel. Brown, Roll call vote Selectman Brown- Yes, Selectman Haskins– Yes and Selectman Waldron- Yes. Motion passed by unanimous roll call vote.

Waldron/Haskins moved to reconvene the public session at 8:39 pm. Roll Call Vote, Selectman Haskins –Yes, Selectman Waldron-Yes, Motion passed by unanimous roll call vote.

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

- **Other Business**

The T/A stated that the second security company coming in to give an estimate is Total Security out of Gilford, NH.

Budget schedule workshop will be on Tuesday December 8th at 4 pm.

There being no other business the meeting adjourned at 8:40 pm.

Minutes Recorded by T/A Ken Robichaud

Minutes approved on December 29, 2020