



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of December 20th, 2022

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

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

Others Present: Ken Tomlins, Carl Bartlett, and Representative Jason Gerhard.

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

The Pledge of Allegiance was recited.

Payroll for this week is \$23,605.00 and A/P is \$66,967.00

Police Department Update

Sergeant Jesse Colby informed the Selectmen that the PD would like to apply for a NH Highway Safety Grant. This grant would be in the amount of \$1,600.00 and would provide funding for an officer to focus strictly on speeding in the town of Northfield. This would be performed in 4-hour blocks of time with the officer dedicated to only monitor speed in selected areas. By applying for this grant, it will help open up other granting opportunities from the Department of Safety for 75%-25% grants, which is much better than the 50%-50% grants now. The Selectmen signed the grant application.

Chief Raffaely discussed with the Selectmen looking at a new Camera system for inside and outside of the Police Department. The Chief will get 3 quotes for the project and the Selectmen will wait until he receives them.

New vehicles came up for discussion as there is a price increase for 2023 vehicles. The Chief stated that it is an increase of \$9,000.00 for a fully equipped 2023 vehicle, compared to 2022. There is some monies in the reserve fund for this, but we need to continue putting in the same \$30,000.00 each year into that fund.

The question on the Barracuda backup system for the police department came up. it was discussed last week when the Chief was out. Selectmen Hubbell suggested that resident Leif Martinson be invited to the next meeting to discuss how information is stored in the Cloud setting, as he has worked with the NH State Police on the same types of storing information in the Cloud for police departments. The Town Administrator will invite Mr. Martinson as well as the Towns IT Consultant from Cybertron.

Department of Public Works

Director Bernier presented the Selectmen with a purchase order to be signed for a new sander. This was discussed last week as well, and it was decided to discuss this with the Budget Committee at the meeting on December 15th. Selectman Hubbell stated that the Budget Committee were all in favor of purchasing the sander with 2022 funding and remove it from the 2023 budget. Selectman Hubbell and Durgin signed the purchase order.

Department of Public Works

Bernier announced that the 2022 Ford F-350 had arrived late last week.

Bernier presented letters to the Selectmen in public from himself and some of his employees to roll over some PTO time so that they can take days off over the Christmas holiday time frame and not have the days come out of 2023.

Selectman Hubbell asked if they put this in writing, Selectmen Waldron said that the request must be made in writing. The Town Administrator informed the Selectmen that the Law states if the employee requests that it be done in public, it shall be granted. It does not state that it must be in writing, and he was present when the employees requested that it be done in public. The Selectmen agreed that they would proceed with this discussion in public. All letters presented from the employees to roll over hours were accepted by the Selectmen.

Another employee has 15 hours that he had left over from 2022 and would like the Town to buy these hours back at 100% as the employees could not take the time due to short staffing. **Selectmen Hubbell/Durgin motioned to approve these letters with a 3-0 unanimous vote.**

Administration

Administrator Robichaud announced that he received the new solar parking lot light, and it is a better quality built light than the last one. It is a 500 watt, 46,000 lumens commercial solar streetlight for the back parking lot at Town Hall. Selectman Durgin said that he will bring his bucket truck in so that we can install the light more safely and easier. The Administrator thanked him for his donation to the Town again.

Robichaud commented on Tiltons new Solid Waste Curbside pickup and discussed Northfields curbside solid waste pickup tonnage. Northfield reduced the amount of solid waste that may be picked up at the curb in June of 2021. There has been a reduction of tonnage for each month since that time. In 2021 curbside tonnage was reduced by 312 tons, and in 2022 it reduced it another 192 tons. In total tonnage was reduced 512 tons from 2020 to present.

Robichaud has received quotes for the Town Hall roof repair as the roof has reached its useful life at 25 years since it was last done. The quotes were for a metal shingle roof replacement for approx. \$50,000.00 or asphalt shingles from approx. \$15,000.00 to \$30,000.00 depending on what is done to the roof.

Robichaud submitted a request from Stephanie Giovannucci to buy back 111 hours of PTO time and she requested that it be done in a public session. The Selectmen all agreed to buy back those hours from her.

Robichaud asked the Selectmen if they wanted to meet on December 27th as he would not be here. The Selectmen stated that it would be okay to skip a week during the Christmas Holiday week.

Selectman asked Director Bernier if he has received any applications for the open Part-time position at the Transfer Station. Bernier stated that he has not received any applications.

Review Minutes

Hubbell/Waldron motioned to accept the minutes of December 13th, 2022, all in favor, motioned passed.

Other Business

Selectman Hubbell stated that at the last Budget Committee meeting he brought up the Emergency Shelter Generator Grant that is currently in the 2023 budget and the Committee voted 4-1 that they will remove it from the budget and have the Selectmen place it in a warrant article for next year. There was more discussion on size and location of the generator.

Selectman Hubbell opened up Public Input at 6:22 pm

Public Input

Representative Jason Gerhard- spoke to the Selectmen about who plows the ponds for ice skating. He went to the County Jail for a tour and was wondering if the Town did any ride a long for future employees.

Sel. Hubbell made a motion at 6:24 pm to go into nonpublic session under NH RSA 91a; 3-II, (A) 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 7:14 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 7:14 pm

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes Voted and Approved on January 3, 2023