



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of December 7, 2021

Present: Selectman Kevin Waldron and Selectman Mark Hubbell.

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

Also Present: Ken Tomlins, Jason Durgin, and Kristen Vaughn.

Selectmen Waldron opened the Selectmen's Work Session at 4:00 pm.

The Pledge of Allegiance was recited.

The Selectmen reviewed the 2022 budget from last week.

Police Department Update

Lieutenant Hutchinson discussed with the Selectmen Body Cameras for the Officers to wear while on duty. The Selectmen discussed the cameras but no decisions were made to purchase them at this time.

The new Cruiser will be ready in early January and will be purchased from the 2021 budget for \$34,359.35. **The Selectmen also agreed to purchase the radio, emergency equipment along with lettering the cruiser for approx. \$18,783.00. The cruiser package grand total is approx. \$53,142.35.**

Lt. Hutchinson gave the Police statistics to the Selectmen up to this point in 2021. 1,738 vehicle stops, 10,280 calls for service, 187 arrests, and 110 cases were prosecuted.

Lt. Hutchinson asked if the officers can either roll over PTO time or get paid out because they are short staffed and cannot give people time off.

Waldron/Hubbell motioned to add #9 to the employee manual, all in favor motion passed. #9) The Selectmen may by written request from the Department Head grant either a rollover of PTO time or a Payout of PTO time as requested by the employee.

Public Works Department Update

Director Bernier presented to the Selectmen a request to lease a 2021 Hitachi 150 Loader. The Town Administrator presented 3 different lending institutions interest rates for review. There was much discussion on the forks and the extended warranty. There was discussion on the loader and buying new vs. used. **After discussing the options, the Selectmen agreed on and approved unanimously to enter into a tax-exempt lease for \$136,700.00 with Franklin Savings Bank for 5 years at 1.5% interest. The old loader will be used as a trade in towards the new loader.**

An update on the Bay Hill Road Project was given by Director Bernier.

Administration Update

Town Administrator Robichaud presented a letter for the Selectmen's signature to Dot.Gov in order for the Town of Northfield to change its domain name from northfieldnh.org to northfieldtownnh.gov. by having a .gov domain name there is more security than a .org name. **The Selectmen signed the letter.**

Administrator Robichaud presented to the Selectmen for their signature an Eversource oversize/overweight permitted load municipal form. **The Selectmen signed the letter.**

Administrator Robichaud presented to the Selectmen for their signature an agreement for 3rd party telephone services to Granite Telephone which will save the Town \$40.00 per month off of all Town municipal land lines. **The Selectmen signed the agreement.**

Administrator Robichaud discussed with the Selectmen the NH Attorney Generals requirement for keeping of public minutes. The NH Attorney General requirements must include- Names of all Members present, Names of persons appearing before the body, brief description of each subject, and description of all final decisions made. Also a clear description of the motion, person making motion, and the person seconding the motion. **The Selectmen agreed to reduce the meeting minutes to follow the NH Attorney Generals guidelines.**

The Selectmen did not vote on the minutes from last weeks and will review them next week.

Selectmen Waldron opened Public Input- No one spoke to public input.

Selectman Waldron recessed the meeting at 7:28 pm.
Selectmen Waldron called the meeting back to order at 7:38 pm.

Sel. Waldron made a motion at 7:38 pm to go into nonpublic session under NH RSA 91a; 3-II, (A&B) seconded by Sel. Hubbell. Roll call vote–Selectman Hubbell–Yes and Selectman Waldron- Yes.

Waldron/Hubbell moved to reconvene the public session at 8:21 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.

Other Business

Next Week's Selectmen meeting will start at 4pm to continue reviewing the 2022 budget.

With no further business to come before the Board of Selectmen this Meeting was adjourned at 8:21 pm.

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes voted on and approved unanimously on December 14, 2021.