



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of January 3, 2023

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.

Others Present: Ken Tomlin, and Leif Martinson

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

The Pledge of Allegiance was recited.

Payroll for this week is \$19,616.00 and A/P is \$36,527.00. last week was payroll \$24,616.00 and A/P was \$1,426,072.00.

Leif Martinson addressed the Selectmen on the Barracuda backup system at the Police Department. Mr. Martinson is an IT professional with the State of NH Department of Safety and has much knowledge of protecting sensitive information with a law enforcement agency. Mr. Martinson explained that the "Cloud" has two separate "Clouds". One cloud is where amazon, and other retail giants store their information. This "Cloud" has security and restrictive protocols on security.

The second "Cloud" has a much higher level of security, and this is where law enforcement, government agencies and the military store their information. This cloud has multi levels of security as well as very restrictive protocols for securing sensitive information. Also, no data in the Government cloud is stored outside of the United States. There is also redundant storage facilities where this information is stored, so we would always have several backups of our sensitive information. Mr. Martinson stated that mostly everyone in the past 10 years has gone to the "Cloud" for storage and there are not many who retain the information locally. This way the information is safely stored and can be accessed from anywhere there is a computer available. The Selectmen will research this more.

Police Department Update

Chief Raffaely discussed with the Selectmen the detour that happened on Sunday where the city of Franklin detoured vehicles from Main Street in Franklin, up Cross Mill Road, across Hodgdon Road and then down Pleasant Street into Franklin, and Franklin failed to notify Northfield officials. After much discussion the Selectmen would like the Town Administrator to meet with the City Manager on this. Town Administrator Robichaud will set something up.

Discussion turned to the repair of the bathrooms at the Police Department. There is \$8,000.00 in the 2023 budget for this repair as the bathrooms need some updating and repairs.

Department of Public Works

Director Bernier discussed with the Selectmen the engineering costs for the culvert repair near Eptam manufacturing. The company presented an amount of money that it would cost to file a wetland permits with DES, engineering drawings and construction costs of the project, wetland mapping and dredge and fill permits.

The Selectmen are happy with the work that they have done in the past, but they would like to get 2 more quotes to see if the amount is a good number.

There was discussion on the discontinuing of a small section of Hidden Lane and what is needed to bring this to Town Meeting for a vote to discontinue.

Selectman Waldron asked Director Bernier why the Transfer Station closed on Saturday the 24th of December and the 31st of December. Bernier stated that we discussed this several weeks ago. Waldron stated that we created two additional Holidays because of this.

Selectman Waldron brought up for discussion a grate on a water drain in a culvert off of Bay Hill Extension that was being propped up by rocks. Bernier stated that this is due to the wrong type of grate on that drain it holds leaves and debris from going into the drain. The correct type of grate would have larger holes to allow the leaves and debris to flow through the pipe and out the other end. The water flow through that pipe is great and flushes everything through it. The Selectmen discussed ways to fix this issue, either by replacing the grates or fabricating the current ones to allow more water and debris through it.

Administration

PTO time was brought up again to change it so all of the PTO time is given at the beginning of the year. Currently ½ of the time is given on January 1st and the remainder is given on July 1st.

Also discussed was not to have PTO time a “use it or lose it type”. If an employee does not use all of their time before the end of the year, the Town will buy back the time at 50% the current hourly rate of the employee. Gilford has been doing this and the Selectmen want to know how it has worked in Gilford before they implement it.

The Town Administrator presented the Tax Anticipation Note documents for the Selectmen to sign, the Selectmen signed the documents.

The Town will be switching over to a new email address on Thursday January 19th it will change from northfieldnh.org to northfieldnh.gov. this will provide the Town with more security online.

Review Minutes

Hubbell/Durgin motioned to accept the minutes of December 20th, 2022, and December 29th 2022 all in favor, motioned passed.

Other Business

Selectman Waldron discussed with the Board what had happened with the Fire District Building Committee last Friday afternoon that three members of the committee met via phone call and made decisions and carried out those decisions without the other members of the Committee knowing about it. This is not how a committee formed under the Commission should operate. They need to have minutes, quorums, and votes to operate.

Selectman Hubbell opened up Public Input at 6:46 pm

Public Input

Ken Tomlin- made comments on the detour with Franklin, they need to communicate with Northfield.

Selectman Hubbell recessed the meeting at 6:49 pm

Selectman Hubbell reconvened the meeting at 5:52 pm

Sel. Hubbell made a motion at 6:53 pm to go into nonpublic session under NH RSA 91a; 3-II, (B, L) seconded by Sel. Waldron. 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 7:23 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 7:23 pm

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes approved January 10, 2023