



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of March 22, 2022

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

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

Also Present: Ken Tomlin and Lisa Thorne.

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

The Pledge of Allegiance was recited.

Payroll for week ending 3/26/2022 is \$19,711.00 and A/P is \$309,649.00.

Police Department Update

Police Chief Raffaely told the Selectmen that the new Cruiser is being outfitted with the emergency equipment and may be ready for pickup on Thursday.

The Police Department garage doors will be installed on Friday. The money for this project was incumbered from the 2021 budget, as the doors were ordered several months ago and backordered.

An applicant has been offered a position on the Police Department and she has accepted the offer. The background has begun and should be completed soon.

Department of Public Works Update

Director Bernier presented the Selectmen with quotes on the road paving projects for 2022. The Selectmen discussed Pike Industries, GMI Asphalt, and R&D Paving as to why the costs were so different. It was discussed that the price difference could be the asphalt mix, concerns were that R&D may have mistakenly underbid the project and may use the escalation clause to help in making that up. The escalation clause was added by all companies because of the disturbances in Europe.

Other concerns that were discussed were overhead, size of the company, fault of Town or R&D on some of road deterioration that has occurred on recent paving projects.

Selectman Waldron stated that we are spending \$85,000.00 more than we have to here.

See attached bid summary document for totals of the paving bids.

Selectmen Durgin/Hubbell motioned to award the paving bid to GMI Asphalt for \$837,760.80. With a vote of 2-1 in favor of the motion, motion passes by majority vote.

Selectman Hubbell asked about the current condition of the gravel roads. Director Bernier stated that they are getting better every day, the wind is really helping dry out the roads.

Director Bernier is requesting that the Request for Proposals for engineering of road underdrains be extended until April 15th. Selectmen agree with this request.

Director Bernier informed the Selectmen that the 2020 Ford F-550 is still at Irwin's and they are still saying that the PTO that was installed by Fairfield's is what is causing the issue with the truck. Director Bernier stated to the Selectmen that the City of Manchester has 13 of these vehicles and all were setup by Fairfield's, and they have not had any issues like we are. He will continue to follow up with Irwin's.

Sel. Hubbell made a motion at 5:57 pm to go into nonpublic session under NH RSA 91a; 3-II, (B,C, & E) seconded by Sel. Durgin. Roll call vote–Selectman Waldron–Yes, Selectman Durgin-Yes, and Selectman Hubbell- Yes. Motion passed by a 3-0 vote.

Hubbell/Durgin moved to reconvene the public session at 7:53 pm. Roll Call Vote, Selectman Waldron-Yes, Selectman Durgin -Yes, and Selectman Hubbell-Yes, Motion passed by a majority roll call vote.

Hubbell/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 Waldron–Yes, Selectman Durgin -Yes, and Selectman Hubbell -Yes. Motion passed by a 3-0 roll call vote and the minutes are hereby sealed.

Chairman Hubbell recessed the meeting at 7:54 pm

Chairman Hubbell reconvened the meeting at 7:58 pm

Administration Update

Town Administrator Robichaud informed the Selectmen that he received an email from Tilton Northfield Old Home Day Committee that they are having Old Home Day on June 25, 2022 and are wondering if the Selectmen would like to nominate a citizen of the year. They are also putting a plan together for trash pickup and once finalized they will get back to the Selectmen with that plan. They are requesting \$3000.00 that is in the budget, the Selectmen stated that once they get the approved plan to them, they will consider the request.

Joyce Fulweiler has requested to be reappointed for another 3Years on the Planning Board.

Durgin/Hubbell motion to reappoint Ms. Fulweiler to another 3 years on the Planning Board. All in favor, motion passed.

Administrator Robichaud informed the Selectmen that Sheryl Tedford requested to be appointed to the Parks Commission. They would like to have Ms. Tedford come in to speak with them.

The Administrator read RSA -673 Filling vacancies in Membership.

The Administrator reminded the Selectmen that they have a Public Comment on the new automated Trash pickup on Tuesday March 29th @ 6pm.

Administrator Robichaud informed the Selectmen that the house under construction at 52-54 Elm Street that the partially constructed third floor one wall and one gable end collapsed onto the street under the wind gusts today. He was able to close the roads at both ends and had the DPW pick up the debris and push it off to the side of the road.

The Selectmen asked for the answer to their question last week on receiving gifts. According to the NHMA New Hampshire Municipal Association there is no NH Law restricting gifts from employees. The Selectmen each received a \$10.00 Dunkin Donut card from an employee.

The Administrator presented a copier contract from Cannon Copier for the purchase of a copier for the Town Clerk's Office it is for \$2,999.00 and will have a maintenance agreement. The Selectmen agreed and Chairman Hubbell signed the agreement.

The Selectmen were informed that the Park Street Cemetery has requested their \$6,000.00 funding request. The Town Administrator sent an email stating that the Selectmen only release those funds twice per year on July 1st and December 1st. The Selectmen discussed the future of Northfields cemetery and if we need to find more land for it.

The Town Administrator informed the Selectmen that the Town Clerk is looking to fill the Deputy Town Clerk position after April 1st. The Administrator is looking for \$19.00 to \$24.00 for the range. The Selectmen reviewed the salary for the position and set the range from \$17.00 to \$24.00 depending on experience. The applicant needs to be a Northfield Town Resident.

Selectman Hubbell would like to review the sick time policy next week.

Selectman Durgin/Hubbell motioned to accept the minutes of March 15, 2022. Discussion ensued and the minutes were corrected to reflect the meeting, all in favor, motion passed.

Public Comment:

No public was in attendance.

Other Business:

The Selectmen will meet at 5pm next week.

With no further business to come before the Board of Selectmen, this meeting was adjourned at 8:49 pm.

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes voted and approved on March 29, 2022.