



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of April 11, 2023

Present: Selectman Jason Durgin, Selectman Mark Hubbell and Selectman Ross Cunningham

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

Others Present: Ken Tomlins, & Kristen Vaughn

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

Administration

Town Administrator Robichaud presented the Selectmen with the complete transfer station survey for their review. The Survey was completed in November and put out in digest form on our website. The Selectmen signed off on it.

T/A Robichaud presented the Selectboard with the 1st quarter expenses of the 2023 budget. Robichaud stated that there is nothing that stands out to me as a warning at this time, everything is appropriately where it should be. The Selectboard accepted the report, with no questions.

Police Department

Chief Raffaely informed the Selectboard that the new surveillance camera installations at the PD are going quickly and it should be done by the end of the week.

Raffaely brought up the new cruiser. He would like to give the new cruiser to the Lieutenant and make the Lieutenant's cruiser a front-line cruiser. This will save some money as we don't need to purchase the same amount of equipment that is needed into this cruiser than a front-line cruiser. We do have to order the radio though as it will take 5-7 months to get it, due to back orders. The Selectmen will wait for quotes and also for the new Police Chief to decide on whether to add or replace a cruiser.

Department of Public Works

Director Justin Bernier informed the Selectmen that he has received 4 quotes from vendors on supplying materials for the Silver Lane culvert project. Bernier is recommending Arrow Supply for the piping materials and Central Concrete for the basins and drop inlets for a total amount of \$80,864.07. Arrow Supply is \$71,439.97 and Central Concrete is \$9,424.10. The Selectboard signed the approval sheet.

Director Bernier informed the Selectboard that he is vinyl wrapping the new International CV truck when it arrives. This truck is replacing the 2017 Ford F-550 that was deemed a total loss by the Town's insurance as it caught fire this past winter while plowing the roads. The new CV truck is White in color, and the DPW truck colors have changed from green to red. The Cost is \$2,200.00 to wrap the truck. The Selectboard signed off on this informational update.

Director Bernier informed the Selectboard that the 2023, 6-wheel dump truck that was ordered last year and is currently in production will be completed in early May. Then the truck will be sent to Vermont to be upfitted with plowing equipment and we should see the truck in early September. Once the new truck arrives, Bernier requests permission to keep the 2010 Peterbilt truck that the new truck was scheduled to replace. Bernier stated that we sold the 1999 10-Wheeler last year and we no longer have a spare truck in case of breakdowns, also in the winter all trucks have an assigned sander in the bed of the truck all winter therefore, we cannot dig out of the back of the trucks, so we are limited and restrained to how we operate. Some Selectmen in the past have wanted to sell this truck, but what we went through this past winter, we needed to have a spare truck on hand and this truck went through some major repairs, and since then it has been a very good truck to run. Selectman Durgin spoke to DPW mechanic Brian Wickens, and he recommends keeping the truck at this time. Selectmen Cunningham/Hubbell motioned to retain the 2010 Peterbilt, all in favor motion passes. The Selectmen signed the approval form.

Bernier brought up the Hodgdon Road Cemetery update. He is still trying to get bids for this project to take out trees and resetting the granite stone walls. There are not that many people who do this, so it is limited, and most are booked out a year or more, but he is still searching for others. Other issues needing attention is, permission from the landowners who surround the cemetery for access of equipment to restore the cemetery.

Update on the sander for Truck H6-10. The sander chain failed and needed to be replaced, DPW Mechanic Brian Wickens pulled out the old chain and replaced it with a new one, at the same time he rebuilt the spinner shaft with new sprockets and bearings and regreased everything, instead of replacing the shaft the sander is back in service and working quite well. This saved the Town almost \$2,000.00 by doing this rebuild.

Director Bernier updated the Selectboard on the Sander Hanger Replacement. This has been discussed many times over the last several months, and Bernier is still getting quotes and researching different ways of doing this project. It appears that this will be a costly project of around \$80,000.00 or more if just rebuilding the hanger. Building the new building will be costly as well. This will remain unfinished business.

New Business

T/A Robichaud discussed with the Selectboard bonding out our road paving projects. This would mean getting a certain amount of money, (millions of dollars) and paving all of the roads or a good portion of them and continue to put \$500,000 to \$600,000 per year to pay down the bond. The upside to this is we get a lot of our roads done at once, and we don't incur large budget spikes year to year, the downside is we contract the work in that year or multi years and if the cost of paving goes down we have contracted at a higher rate. There are many pros and cons to this so the Selectboard would like to have a working meeting on this topic and get everyone at the table. The T/A and DPW Director will set this up for May or June. The DPW Director will update the Road Condition Report and will put it on the website.

Unfinished Business

Capital Improvement Program- Holding.

Police Cruiser upfit update- We have a quote for upfitting the Lt. cruiser and putting it out as a front-Line cruiser. The quote is \$5,099.60 and this will reduce the upfitting of the new vehicle by \$5,099.60.

PD- HVAC update- they have received 3 quotes but they are all for different things. The Chief will get the quotes straightened out and will bring them to the Board.

Employee of the quarter was brought back up again. It was decided that all submissions will come from the Department Heads. It will be an employee who goes above and beyond and an exceptional job. There will be an

employee of the quarter and of the year All names put forward will be announced at the Selectmen's meeting, and the names will not be moved forward to the next quarter. (We are one team, one fight) which is our new Town motto.

Public Input

Ken Tomlins- Thanked the board for the Monday night forum. Stated that the Town wants the current Lt. for the Chief. The Selectboard needs to do what the Town wants.

Kristin Vaughn- Suggested that the Town use the web for the survey. Thinks that the Selectmen should choose. Lt. Hutchinson as the new chief.

Scott Haskins- Tilton-Northfield Rotary will be completing the Horse ring by May and the Olde Home Day Committee will be able to use.

Review Minutes

Hubbell/Cunningham motioned to accept the minutes of March 29th 2023 all in favor, motioned passed.

Cunningham/Hubbell motioned to accept the minutes of April 8th 2023 all in favor, motioned passed.

Chairman Durgin recessed the Meeting at 5:40 pm

Chairman Durgin called the meeting back to order at 5:45 pm

Non-Public Session

Sel. Durgin made a motion at 5:45 pm to go into nonpublic session under NH RSA 91a; 3-II, (B) seconded by **Sel. Hubbell**. Roll call vote–**Selectman Cunningham–Yes, Selectman Hubbell- Yes. Selectman Durgin – Yes.** Motion passed by a 3-0 vote.

Sel. Durgin/Hubbell motioned to reconvene the public session at 6:46 pm. Roll Call Vote, **Selectman Cunningham-Yes, and Selectman Hubbell-Yes, Selectman Durgin – Yes.** Motion passed by a 3-0 roll call vote.

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

Next week's meeting will be on Tuesday at 5 pm.

Chairman Durgin adjourned the meeting at 6:47pm.

Minutes approved April 18, 2023