



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of April 18, 2023

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

Town Staff Present: Town Administrator Ken Robichaud, and Police Chief John Raffaelly.

Others Present:

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

Administration

Town Administrator Robichaud presented the Selectmen with the final phase of the buildout of CAI Technologies and our Tax maps. The contract is for \$15,000.00 and this phase will have the Public Works Department and CAI Technologies will work together in putting all of our culverts and cross culverts into our mapping system which will allow Town Officials to locate any water culvert in Town at any time. This project should take about 6-8 weeks to build out. The Selectmen agreed to the contract and signed the contract. Sel. Cunningham/Hubbell motioned to approve the contract, all in favor, motion passes.

Police Department

Chief Raffaelly informed the Selectmen that we are still waiting on the new cruiser that was purchased, they are in the process of keying the cruiser with all of our current cruiser locks, so one key fits any cruiser.

Chief Raffaelly 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.

Department of Public Works

None

New Business

T/A Robichaud discussed with the Selectboard Cybertron, who is our current IT provider. Robichaud gave a brief overview of how Cybertron came to the Town. They began in Northfield in 2017 with a 3-year contract for \$22,800.00 per year or \$1,900.00 per month. In 2020 Cybertron presented another 3-year agreement with no increase in costs. The Selectmen at the time accepted and signed the agreement. Cybertron has again presented another 3 Year agreement with no changes and with no increase in costs. The Selectmen will review the agreement and will discuss this at the next meeting.

Unfinished Business

PD- HVAC update- Chief Raffaelly presented to the Selectmen 3 quotes about the issue the PD has been having with its A/C device leaking. The 3 different companies have proposed different ways to deal with this issue.

The A/C unit itself seems to be fine, 2 of the 3 would like to do a pressure test and cycle test and those proposals are around \$1,500.00. 1 proposal is only proposing \$500.00 to repair the issue. The Selectmen stated that these proposals are under \$2,500.00 so you do not need our approval.

Public Input

None

Review Minutes

Hubbell/Cunningham motioned to accept the minutes of April 11th 2023 all in favor, motioned passed.

Chairman Durgin recessed the meeting at 5:19 pm

Chairman Durgin called the meeting back to order at 5:25 pm

Non-Public Session

Sel. Durgin made a motion at 5:25 pm to go into nonpublic session under NH RSA 91a; 3-II, (B)(A) seconded by Sel. Cunningham. 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 6:38 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.

Chairman Durgin adjourned the meeting at 6:39 pm.

Minutes Approved May 2, 2023