



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of May 31, 2022

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

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

Also Present: Ken Tomlins, Scott Haskins, and Jason Gerhard.

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

The Pledge of Allegiance was recited.

Payroll for last week was \$22,535.00 and A/P was \$30,908.00. Payroll this week is \$21,242.00, A/P is \$13,078.00

Police Department Update

Officer Doherty graduated from the Police Academy on May 27th. She is back in Town on patrol with some oversite for a week or two. Officer Doherty received an increase in pay as she is now a certified officer.

The Black cruiser for the Detective is at Global being outfitted with emergency lights and will be returning in several weeks.

Department of Public Works

Truck #20 is ready to be brought to Canada for inspection of the body. All the paperwork has been completed to leave the country.

Administration

The Administrator informed the Selectmen that the two Shaker Road properties that were deeded by non-payment of taxes were on schedule to be auctioned off on June 11th at 10 am. The auction will be done at Town Hall. The Town Administrator will be present on that day.

Administrator Robichaud advised the Selectmen that when they accepted a new "Special Detail Pay Policy" last year they neglected to rescind the old policy. Selectman Waldron/Hubbell motioned to rescind the Special Detail Pay Policy last amended on May 25th 2017. Selectman Durgin stated that he was not on the board at that time, Selectman Hubbell stated that he did not agree with the Policy but will still vote on it. All in favor motion passes.

The Administrator sent as requested to the Selectmen a list of the Ordinances and Regulations that are currently on the website. While Robichaud was reviewing the list it was discovered that the Dog Ordinance was out of date. The Original Policy was accepted by the Selectmen in 1973. The NH RSA has changed much since then. The Administrator brought to the Selectmen an up-to-date policy for their review. Selectman Hubbell would like a small addition made to the policy

He would like to add the definition “Running At large”- Running at large shall mean the following- a domesticated animal running free off the animal owner’s property while not under the animal owner’s control. It will be added and brought to next week’s meeting.

The Code Enforcement Log was presented to the Selectmen for review. It was discussed and decided to have the Code Enforcement/Building Inspector to attend one meeting a month so he can answer questions from the Selectmen.

The Selectmen signed the PAR for the Town Administrators yearly merit pay.

Administrator Robichaud updated the Selectmen on this year’s Meal and Room tax, Highway block grant and Senate Bill 401 which provides money for municipal owned bridges. Northfield will be getting approx. \$227,000.00 from this Bill for State fiscal year 2023. HB 1221 also passed the House & Senate which provides the State paying up to 7.5% towards the retirement costs for Group II members, which for Northfield would be Police Officers. Prior to 2012, the State paid a share of the retirement costs for all Municipal Employees but shifted the full cost to the municipality.

Selectman Waldron/Durgin motioned to approve the minutes of the meeting on May 24th, 2022. All in favor, motion passed 3-0.

The Administrator handed the Selectmen the budget expenditures through May 31st, for their review. The Town has yet to take a Tax Anticipation Note draw and with taxes coming in by July 1st, we should be all set financially for the first half of 2022.

Other Business

Scott Haskins, Chairman of the Parks Commission discussed with the Selectmen the quote from Total Grounds Landscape. This quote will provide Hydroseeding services as well as the installation of approx. 1 mile of irrigation lines, and pop-up heads for irrigation. In addition to these items a backflow plumbing option will need to be added bringing the total for the irrigation of Pines Park to \$28,091.05 dollars. Selectmen Waldron/Durgin motioned to award the quote from Total Grounds not to exceed \$28,091.05 as stipulated in the Quote. All in favor, motion passed. The deposit of \$14,050.00 will need to be sent in by June 27th, 2022 to hold the quoted price.

Public Input

Ken Tomlins- asked about when the State would pave Rte. 132, as well as the solar light installation in the Town Hall Parking Lot.

Jason Gerhard- Spoke to having an LED sign at Pines Park, and have local companies pay for advertising space on it.

Selectman Durgin announced that he would donate a metal pole for a solar parking lot light to be erected on the edge of the parking lot for additional lighting at the Town Hall back parking lot.

Chairman Hubbell recessed the meeting at 6:30 pm

Chairman Hubbell called the meeting back into session at 6:40 pm

Sel. Hubbell made a motion at 6:40 pm to go into nonpublic session under NH RSA 91a; 3-II, (B,C& L) 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/Waldron motioned to reconvene the public session at 8:15pm. 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.

Other Business- Administrator Robichaud announced that next week’s meeting will be held at the Pines Community Center starting at 5pm as there will be public input at 6pm on curbside trash collection. It will not be broadcast via zoom.

Selectman Hubbell adjourned the meeting at 8:17 pm.

Minutes Recorded by Town Administrator-Ken Robichaud

Minutes voted and approved by a majority of the Selectman on June 7, 2022