



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of June 4, 2019

Present: Chairman Wayne Crowley, Sel. Brown, Sel. Haskins

Also Present: Tracey Hutton, Town Administrator, Police Chief John Raffaely, Andy Buteau, DPW Director, and Stephanie Giovannucci, Assistant Town Administrator

The meeting was called to order at 5:00pm by Chairman Crowley.

The Chair welcomed Tracey Hutton as the new Town Administrator.

- **General Business**

Review accounts payable, payroll manifests and general correspondence

- **Public Input**

Kevin Waldron: Mr. Waldron inquired about the new lights in the Town Hall and Police Station. Chairman Crowley explained that new LED bulbs were placed in all the fixtures. There was a question as to where the funding came from in the budget. Chairman Crowley explained that the budget is approved as a “bottom line” budget and much of the funding came from the maintenance line items while the remainder came from lines though were not going to be fully expended. Mr. Waldron did not have a problem with the project, but objected to the process that was used. He felt that the project should have been vetted by the Budget Committee during the budget review process. He also felt that the project should have gone out to competitive bid and not just awarded to a Town employee (the Code Enforcement Officer). Chairman Crowley explained that some of the funding was going to be reimbursed by the Eversource efficiency program and that Town Hall had seen an energy usage spike that could only be attributed to the lights, perhaps bad ballasts. Chairman Crowley explained that it takes time and resources to put projects out to competitive bid and is not always practical.

- **Public Works Department**

- **Bay Hill Road Bid Review**

The bids were opened in the office by Chairman Crowley and Ms. Giovannucci last Friday the 31st of May. Chairman Crowley explained that the existing vender, R&D, was the lowest bid. The difference between the bottom two bids was the tonnages used to calculate price. The bid consisted of the length, width, and depth required with the bidders left calculating the appropriate tonnage. The per-ton cost of R&D was the lowest. The final cost of the project will be figured using this per ton figure for final use rather than the whole bid price.

Crowley/Brown moved to accept the per ton price bid of R&D with the understating that the final price may differ from the total in the bid. **Motion passed by unanimous vote.**

- **Department Update**

Mr. Buteau began his report with a discussion of the drainage on Bay Hill Road.

The meeting was interrupted by a resident, Bruce Hibbard, who was upset about the fees at the transfer station. He was charged for a whole load of demolition debris when his vehicle was not full. The load used both of his amnesty vouchers; he stated it would have been cheaper to bring it to Franklin. Mr. Hibbard suggested that Northfield needs scales to account for actual weight for disposal. Mr. Haskins suggested that it would be a burdensome cost to acquire scales. Mr. Hibbard was adamant that the fees are exorbitantly high. He then began to assert that his driveway culvert was not installed properly. Mr. Buteau admitted that 3' was cut off the culvert prior to installation. It was not remedied because of a misunderstanding of Mr. Hibbard's wishes and Mr. Buteau said it would now be remedied soon.

There was then discussion about road opening on Bay Hill Road by the water utility provider in the future to replace aging water lines. It was the consensus of the Board and Mr. Buteau that there should be a policy in effect limiting road openings on newly completed road projects. Ms. Hutton was directed to look for language for such a policy, perhaps from Laconia.

- **Police Department Updates**

Mr. Haskins asked who has keys to the gates on the trail system. Chief Raffaelly responded that all of the cruisers/officers have a key. Mr. Haskins is working with a trail clean-up project and would like the gates unlocked Saturday. Chief Raffaelly said he would make sure it was done as long as they get locked back up.

Chief Raffaelly informed the Selectmen that a grant writer will be coming to speak with them at their June 11th meeting about providing federal grant writing services to the Police Department.

Next the Chief informed the Board that the Hummer was being painted by Hansen Auto Body at no cost. Car 13, the detective vehicle, will be painted and decals removed at a cost of \$753.

- **Public Hearing - Class VI Road Ordinance at 6:00pm**

Chairman Crowley opened the Public Hearing at 6:00pm.

Chairman Crowley explained that the effect of the ordinance would be that all Class VI Roads in Northfield would be closed from December 1 until June 1; exceptions being made for emergency vehicles and access for residents whom have the Class VI road as their primary access. In addition, permits may be granted for exceptions granted by the Road Agent or DPW Director. Robert Southworth inquired if signs would be posted. Chairman Crowley responded that there would be signs at both ends of the roads, but he was unsure how long they would hold up. Mr. Southworth also mentioned that there could be one fine as opposed to the tier system proposed; that fine could be \$500 or \$1000. He also commented that sometimes the roads were muddy by October and dry

by May, but the proposed dates should be ok for the most part. Tim Rose commented that the dates seem appropriate to him. Mr. Buteau asked what happens when the Road Agent and DPW Director, who are the same individual right now, is unavailable to issue exception permits. Ms. Hutton stated that they could amend the ordinance to include "or designee."

Chairman Crowley closed the Public Hearing at 6:06pm.

Chairman Crowley asked Mr. Buteau to price the signs.

Crowley/Haskins moved to approve the ordinance with the amendment of the designee. **Motion passed by unanimous vote.**

Mr. Southworth asked if the smallish rocks that were placed in Rand Road (Class VI) were appropriate. After some discussion it was decided that after running the proposal by the Conservation Commission the Selectmen were comfortable with replacing the rocks with more noticeable 3' x 3' x3' concrete block.

Crowley/Brown moved to enter into non-public session under the provisions of RSA 91-A3II a, b, and c at 6:32pm. **Motion passed by unanimous roll call vote.**

Also Present: Tracey Hutton, Chief Raffaelly, and Andy Buteau.

Crowley/Brown moved to reconvene the public session at 7:06pm. **Motion passed by unanimous roll call vote.**

Crowley/Haskins moved to seal the minutes of the non-public session. **Motion passed by unanimous vote.**

- **Administration**

- **Old Home Day Review**

Mr. Haskins reported on the conversations of the Old Home Day Committee. Since Saturday coverage for the event by DPW is costly at time and ½, the committee decided that after this year they will make alternative arrangements. Currently DPW uses the loader for transportation of trash and frialator grease. There was also some conversation in the committee about having Tilton DPW cover in alternate years.

The conversation changed to the trees at Pines Park; there are additional trees that need to be removed. Those trees as well as the remaining stumps need to be in the 2020 budget for removal. An excavator may be necessary to remove the stumps.

- **Dennis Allen Bench Update**

The 18th of June is an important date with potential conflicts. Chairman Crowley explained that Franklin, Winnisquam, and possibly Laconia may be

having a meeting that evening at 6pm to discuss the loss of education funding at the State level. Rep. Joyce Fulweiler will be attending.

Since this meeting is being planned for 6:00pm the Selectmen will still be able to attend the bench ceremony at 4:30pm. There will, however, be no Selectmen's meeting that evening.

- **Department Update**

There is an inquiry made through the website, and followed with an e-mail, from Sheena Duncan. Ms. Duncan would like to put a hay bale public garden at Surrence Park. It would be 50' from the water and utilize a water draw from the river and involve the application of fertilizer. Chairman Crowley expressed that regardless of the rules set forth by NH DES the park does not yet have a plan for uses. The Open Space Committee is working on a plan and any new uses should be put off until that plan has been publically vetted. The Board discussed the potential for such a garden behind the volleyball field at Pines Park, between the stand of pine trees and the baseball field.

Ms. Giovannucci brought forward the suspense list being generated for the Sandogardy Pond Road project. There have been a number of calls from residents in addition to the requests at the public meeting, about problems the residents would like resolved. There was substantial discussion on how to deal with these calls. Ms. Hutton recommended that she work with the Board and the engineer to be brought up to date on the project and the disposition of the requests so that she may make return contact with the property owners. Chairman Crowley and Ms. Hutton will discuss this further in the near future.

Ms. Hutton asked the Board for the go ahead to contact the Library about having "All about Northfield" sessions monthly at the library. These sessions would be open to residents to come in and discuss what is happening in Town government. Mr. Haskins asked the duration of these sessions. It was responded that this would be an indefinitely ongoing outreach to the public.

Ms. Hutton requested that the Board begin to think about goals, expectations, and priorities for her first few months. This will be on a future agenda for discussion.

- **Review minutes of the meeting of May 28, 2019**
Brown/Crowley moved to accept the minutes as amended. **Motion passed by unanimous vote**
- **Adjournment**
There being no other business the meeting adjourned at 7:54pm.

Respectfully submitted by:
Dr. Tracey E. Hutton

Minutes Approved June 25, 2019