



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of July 19, 2022

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

**Town Staff Present:** Asst. Town Administrator Stephanie Giovannucci, DPW Director Justin Bernier, Police Chief John Raffaelly.

**Also Present:** Jessie Colby, & Ken Tomlins.

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

The Pledge of Allegiance was recited.

Payroll for this week was \$18,677.32 and A/P was \$48,150.61.

Swearing in of Police Sergeant Jessie Colby was done by Selectman Hubbell. Fellow officers and family looked on.

### **Presentations**

Merrimack County Sheriff Dave Croft appeared before the Selectmen to discuss the Merrimack County Sheriff's Office and what that department provides for the County Towns and residents. Most of the discussion from the Selectmen with the Sheriff was dispatching services and the town would like to get a quote from Merrimack for dispatching, which could be compared to our current provider Belknap County.

### **Police Department Update**

Chief Raffaelly updated the Selectmen on Car 19 that needed two new catalytic converters, which was covered by the factory warranty, and the new detective's car which is now in service. Discussion turned to dispatching and why we currently use Belknap County for dispatching. The town has received quotes from Merrimack in the past but has been higher than Belknap.

Selectmen Waldron asked about grants for Body Cameras and is the Town still pursuing them. The Chief answered that he will give them an update at the next meeting.

### **DPW Update**

The F-550 came back from Canada, it seems better, but they haven't sent the full report to Justin yet. Justin has been running the truck to see if the check engine light comes back on. Selectman Waldron stated that when they returned the truck, it was left at Town Hall with the keys in the truck, so he took the keys and locked the doors. Selectman Waldron called Chief Raffaelly and told him he has the keys. Director Bernier stated that he had instructed the company to drop off the truck at the DPW and lock the keys in the vehicle, but that did not happen.

Discussion turned to the Transfer Station and moving forward with the costs to upgrade the facility. Selectman Hubbell stated that he possibly could have Kevin Leandro, who helped out Gilford with their transfer station

come here to review our facility at what would be needed to move forward. Selectman Durgin met with Town Administrator Robichaud and Director Bernier last week on some costs analysis to lay down a cement slab for the compactor as well as electrical requirements and upgrades and traffic flow patterns, septic, and water requirements.

Director Bernier discussed with the Selectman that he needs to purchase a computer scan tool for the larger trucks and Director Bernier will need to get pricing.

### **Administration**

Assistant Town Administrator Giovannucci discussed with the Selectmen the overgrowth of trees and shrubbery from the adjacent private property that is next to Arch Cemetery and is causing issues for the cemetery. The property is adjacent to Chief Raffaely property. Director Bernier will walk the property with Chief Raffaely.

Update on the Town Hall parking lot light. The foundation has been poured and cured, now waiting for the pole, ordered light.

The generator for the EMC Shelter came up for discussion again. Selectman Waldron wants to purchase it because we have an Emergency Management plan that states that the Pines Community Center will be the shelter. Selectman Durgin stated that this is a matching grant and the funds have not been appropriated so we cannot just buy it without an appropriation, Administrator Robichaud discussed the law to us two weeks ago. Selectman Waldron would like to use ARPA funds. Selectmen Hubbell asked what the current amount was left in the ARPA grant, Assistant Town Administrator Giovannucci stated that according to the Administrators spreadsheet it appears there is \$119,000.00 left. Hubbell stated that we should wait until the next meeting when we have the accounting.

Assistant Town Administrator Giovannucci asked about the Selectmen if they wanted to sign the Avitar Software agreement for the Town Clerks package which will allow residents online access to all vehicle registrations, dog registrations and boat registrations. There was much discussion and a majority of the Selectmen agreed to enter into the agreement, Selectman Durgin signed the agreement.

Lakes Region Planning Commission (LRPC) dues came up for discussion. LRPC provides municipalities with planning and zoning assistance as well as sidewalk assessments, transfer station assessments, road and highway planning, traffic counts as well as rider agreements. The rider agreements are a separate cost to the municipality and the person who currently provides the rider agreement consultations is planning on retiring in the near future. LRPC is unsure how they will handle this once they retire, The Town can assess this as we get closer to that date.

The Upper Merrimack River and Lakes Association (UMRLA) Towns representative is stepping down from this position. After completing 2, 3-year terms, she is stepping down due to health reasons. Joyce Fulweiler would like to be the Interim representative. The Selectmen appointed Joyce Fulweiler as the interim representative until a permanent representative is found.

Parks Commission update- Stephanie Giovannucci updated the Selectmen of the ongoing process of the rehabilitation of Pines Park. They will be taking down the horse ring, announcement booth as well as the bleachers on Saturday July 30<sup>th</sup>, the lumber will be disposed at the Transfer Station.

**Selectman Waldron/Durgin motioned to accept the minutes of July 5th, 2022 as amended with the public input correction. All in favor motion passes 3-0.**

## **Other Business**

Selectman Waldron discussed that when the gentleman from Gilford comes to assess the transfer station who from the board will meet with him, Selectman Hubbell said he would, the other Selectman were fine with him being the sole board member in attendance.

Selectman Waldron stated that the Board should represent the whole town and not just the people in attendance at the meetings. There are close to 5,000 people in town and only 100 attend Town meeting, that is a tough measurement of what the residents want.

Selectman Durgin spoke to the Planning Board was looking at drafting fence regulations and if they don't do that maybe the Selectmen can draft a fence ordinance. The Selectman were not in favor of this. Selectman Durgin also told the other board members that he can't attend the august 16<sup>th</sup> meeting, and he may try doing zoom, he will revisit this in the near future.

Selectman Hubbell asked about national night out by the police department and also when the employee appreciation is being held sometime after Labor Day.

## **Public Input**

**Ken Tomlins-** would like to see the Payroll and A/P amounts in the agenda for the weeks that the meetings do not occur. How do you include the people who do not show up to those meetings?

Chairman Hubbell recessed the meeting at 7:20pm

Chairman Hubbell called the meeting back into session at 7:25pm

**Sel. Hubbell made a motion at 7:25 pm to go into nonpublic session under NH RSA 91a; 3-II, (A,B, C&L) seconded by Sel. Waldron. Roll call vote–Selectman Waldron–Yes, Selectman Durgin-Yes, and Selectman Hubbell- Yes. Motion passed by a 3-0 vote.**

**Hubbell/Durgin motioned to reconvene the public session at 8:39 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.**

Selectman Hubbell adjourned the meeting at 8:39 pm

**Minutes Recorded by Town Administrator-Ken Robichaud**

**Minutes were voted and approved on August 2, 2022 by the Selectmen.**