



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of July 5, 2022

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

Town Staff Present: Town Administrator Ken Robichaud, DPW Director Justin Bernier.

Also Present: Ken Tomlins, Jason Gerhard, Ken Tripple, Ryan, Kristen Vaughn, and John Chase.

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

The Pledge of Allegiance was recited.

Payroll for this week was \$20,498.00 and A/P was \$42,023.00.

Police Department Update

None

DPW Update

Director Bernier went over the report from Civil Takeoff, an Engineering firm hired by the Town to monitor the paving progress on the recent road paving project. The Selectmen discussed this in great detail and accepted the report.

Mr. Bernier presented the contract from Brown Engineering on road stormwater engineering for Sarah, Silver and Megan Roads, as well as Twin Bridge Road and the rest of Shaker Road from Twin Bridge Road to the beginning of the dirt portion. The Selectmen signed the contract.

The water leak on Bay Hill Road between the I-93 overpass and Caveney Rd. was discussed again from last week. The Town Administrator presented a letter that he drafted from the Selectmen to the Tilton-Northfield Water District on the urgency in repairing this water leak before it undermines the road. Also discussed was, how the repair should be handled as far as the repaving of the road. Selectmen Waldron brought up the street opening rules ordinance, as well as the trench permit needed by T-N Water District. T-N Water District Supervisor John Chase approached the Selectmen to discuss this issue. Mr. Chase was unaware of the permit needed by the T-N water District. He explained the leak and where it may be coming from. He also stated that he has had four companies with the most highly sophisticated equipment look at that leak, and they could not pinpoint where it was originating from. He explained that they would need to open the road up with a 10 foot by 10-foot opening to try and locate that leak. If it could not be located they would have to open up another area. Waldron stated that the rules dictate that once the repair is made, they would need to pave 100 feet on each side and a bond may be needed. Chase stated that if this is the case it would cost the water district about \$28,000.00 just for paving. Chase also stated that he would ask the Police Chief if he could use flaggers in place of Police Details. The Selectmen stated that it was up to the Police Chief. The Water District said it would try to begin the repair next week.

Shoulder work has been completed on Cross Mill and Hodgdon Roads, and the focus is to finish the shoulder work on Newly Paved Union Road.

Selectman Waldron asked Director Bernier about Truck #20. Bernier stated that it is still in Canada but from what he understands it has been repaired by the manufacturer. The body was repaired and not replaced.

Administration

Town Administrator Robichaud requested that the Selectmen pay the biannual payments for outside agency's as follows-

Youth Assistance Program- by a vote of 2-1, the Selectmen approved the payment of \$20,446.12. But the agency must provide recidivism rates and program information by the December payment date, or the second payment may not be granted. The recent payment is reduced due to a grant from the State of NH of approx. 11,000.00.

Park Street Cemetery- a vote of 3-0 to pay \$3,000.00. This agency will be looked at for budget year 2023.

Tilton Northfield Recreation Center- a vote of 3-0 to pay \$34,875.00.

Hall Memorial Library- a vote of 3-0 to pay \$65,975.00

Administrator Robichaud informed the Selectmen that UNH University in partnership with NH Fish and Game would like to install a game camera in and around Glines Park to conduct a study of Moose and other fur bearing animals. The Selectmen gave their approval as long as the camera is not pointing towards the beach or near children.

The Letter to Tilton Northfield Water District was approved to send with an addition relating to the Street Opening Ordinance.

The June Building Inspector/Code Enforcement Officers report was reviewed.

The Administrator presented an extension to the grant deadline for the Emergency Operations Center Generator Grant. Due to COVID the EMC Generator is delayed and would not arrive in time. This extension gives the Town two additional years. The Selectmen signed the document.

The Administrator discussed NH RSA 32 which deals with financial budgeting in Towns. Robichaud brought to the Selectmen's attention that any transferring of funds in any line-item expense, to an overexpanded line item, the expense must have been discussed in a Budget Committee meeting, it must have been in the budget, and it must fit into a line item approved by the Budget Committee.

Administrator Robichaud presented to the Selectmen a grant for the funding of a generator for the proposed EMC Shelter located at the Pines Community Center. The Administrator recommended that the Selectmen wait until next year for this grant as there is not a line item for this purpose, as well as the Selectmen have not discussed this with the budget committee, and we should budget and appropriate this for the 2023 Budget. They will discuss this at the next meeting. Selectman Waldron stated that we should move on this as it is in the Emergency plan. The Administrator stated that we should budget for this as it is not an emergency as Winnisquam Regional High School is a shelter already.

The Selectmen discussed the recent paving invoice from R&D paving. The amount was \$381,632.45 which was for the repair and repaving on Hodgdon, Cross Mill and Union roads. There was an upcharge of \$20,957.80 for an accelerated clause for liquid asphalt. Shaker, Bay Hill and Keysor roads are next on the list.

The Administrator discussed with the Selectmen that he would like to use ARPA funds for the Pines Park Hydroseeding and irrigation project, and he will keep a running spread sheet of the projects using ARPA funds.

Selectmen Hubbell stated that he would like to have Summer Street paved this year with those funds.

Selectman Waldron stated that we don't have a lot of time if we are going to look at getting away from curbside and transform the transfer station into a more utilized facility than what we have been using for. We must get the "thumbs out of our asses" and get going, we are only meeting twice a week now, so we don't have much time. The Administrator disagreed we have eight months to get this information down. "The Selectmen still have not decided what type of facility we need", stated Selectmen Durgin. Durgin stated that he will help with the estimates for a cement slab and the electrical hookup for the compactor.

Selectman Hubbell/Durgin motioned to accept the minutes of June 16th, 2022 with a grammatical correction. All in favor motion passes 3-0.

Public Input

Kristen Vaughn- Supports the Youth Assistance Program. Also, agrees with Selectman Waldron that the numbers to redo the transfer station will need to be done quickly, as March is not that far away.

Jason Gerhard- Jokingly volunteered to find out information on the Youth Assistance Program.

Ken Tomlins- Asked about the meeting with the School Board on August 16th.

Chairman Hubbell recessed the meeting at 6:55pm

Chairman Hubbell called the meeting back into session at 7:01pm

Sel. Hubbell made a motion at 6:55 pm to go into nonpublic session under NH RSA 91a; 3-II, (A,B&C) 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 8:46pm. 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

Selectman Waldron asked about the Lakes Region Planning Commission contract. They will review this at the July 19th meeting.

The Selectmen signed the letter to the Tilton-Northfield Water District about the leak on Bay Hill Road. Selectman Hubbell adjourned the meeting at 8:51 pm

**Minutes Recorded by Town Administrator-Ken Robichaud
Minutes voted and approved on July 19, 2022.**