



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of August 3<sup>rd</sup> 2021

**Present:** Selectman Kevin Waldron, Selectman Scott Haskins and Selectman Mark Hubbell.

**Also Present:** Town Administrator Ken Robichaud, Police Chief John Raffaelly, Ken Tomlins, Kristen Vaughn, Ryan Vaughn, Amanda Latulippe, Carl Bartlett, Jason Durgin, and Jason Gerhard, and Howard Smith.

**Selectmen Waldron opened the meeting for the Selectmen's work session at 4:00 pm.**

The Pledge of Allegiance was recited.

**Sel. Waldron made a motion at 4:03 pm to go into nonpublic session under NH RSA 91a;3-II, (C & L) seconded by Sel. Haskins, Roll call vote Selectmen Haskins–Yes Selectman Hubbell–Yes and Selectman Waldron- Yes.**

**Waldron/Hubbell moved to reconvene the public session at 5:09 pm. Roll Call Vote, Selectman Haskins – Yes, Selectman Hubbell- Yes and Selectman Waldron-Yes, Motion passed by unanimous roll call vote.**

**Waldron/Haskins 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 Haskins-Yes, Selectman Hubbell –Yes and Selectman Waldron-Yes. Motion passed by unanimous roll call vote and the minutes are hereby sealed.**

- **Police Department Update:**

Police Chief Raffaelly told the Selectmen that the bid for the Police Motorcycle has been out for several weeks and someone from Keene came up to view the Motorcycle and will possibly put in a bid for it.

Selectman Haskins asked about the Skate Park and the trash conditions and the Chief stated it was fine.

- **Administration Update:**

Town Administrator Robichaud asked the Selectmen if they were ready to award the Road Drainage Bids from last week. The Selectmen were ready to award the bids as follows-

**Selectman Haskins/Waldron motioned to award the Bay Hill Road Project to Brandon Hiltz Construction for \$175,570.00. Selectmen voted 2 in favor and 1 abstention. Motion passed.**

**Selectman Haskins/Waldron motioned to award the Shaker Road Drainage Project to Brandon Hiltz Construction for \$279,452.50. Selectmen voted 2 in favor and 1 abstention. Motion Passed.**

Administrator Robichaud advised the Selectmen that he has the updated Animal Control contract and it remains unchanged from the last contract, except for the dates of the agreement. This is a three year agreement. The

Selectmen would like the Birch Hill Kennels to sign it first, and then the Selectmen shall sign. The Administrator will bring it back next week for acceptance.

The Town Administrator presented the Selectmen with an RFP for a town audit for budget years 2021-2023. The audit will begin when the books close for budget year 2021. The RFP is due September 6<sup>th</sup>, 2021. The Selectmen approved the bid.

The Town Administrator informed the Selectmen that NH DES has awarded the Town a license to accept solid waste beginning on August 17<sup>th</sup> 2021 at the transfer station. The Selectmen discussed getting 13 gallon bags and 33 gallon bags, the Administrator will get pricing on them. Selectman Haskins asked if DPW Director Bernier was certified by NH DES to run the transfer station. The Administrator said that he did not believe so, the Selectmen discussed having Director Bernier become certified.

The Town Administrator asked the Selectmen to nominate an individual to be a second signer of checks in case the Treasurer is not available. Selectman Haskins/Hubbell motioned to have Selectman Waldron be the second signer of checks, all in favor, motion passed.

Administrator Robichaud informed the Selectmen that he would be away Thursday, Friday & Monday.

Selectman Hubbell asked about the ARRA money that was discussed last week by resident Gary Andrews. The Administrator stated that it was the same money, and the Town has received \$257,000.00 of that money.

Haskins/Hubbell motioned to approve the minutes from July 27<sup>th</sup>, 2021 as changed, all in favor, motion passes.

Selectman Hubbell would like to have a meeting on a Saturday so that the public could ask questions and the Selectmen could answer them. Selectmen Haskins was not open to meet on a Saturday at this time.

**Chairman Waldron opened Public Input- the Chairman stated to the public that public input from this point forward will not be a question and answer period. Anyone wishing to speak shall state their name for the record and the concern that the wish to convey to the Board of Selectmen.**

**Howard Smith-** on Sandogardy Road, his concern is that when the road was rebuilt last year the construction company removed his boundary pins and he would like them put back. Also commented on the apron between his driveway and the road there is a large rise and trailers scrape the apron. He commented on civil war reenactments that he does and ant information on the cemetery near the railroad tracks.

**Jason Gerhard-** questions on the bids for surplus are they being opened tonight.

**Bid Openings on Surplus Equipment-** The bids for surplus equipment were opened by the Selectmen. There were 3 bids received from the following-

Wayne Crowley- \$1,100.00 for the tractor.

Jason Gerhard- \$ 26.21 for the metal siding.

Hubbell Development- \$1,055.00 for the sweeper broom.

(1) Bid was received that was not identified in any form. This bid was rejected due to no identifying markings on the outside envelop and did not meet the bid requirements.

**Selectmen Haskins/Hubbell motioned to accept the tractor bid from Wayne Crowley. 2 in favor, 1 against motion passes by majority vote.**

**Selectmen Haskins/Hubbell motioned to accept the siding bid from Jason Gerhard. 2 in favor, 1 against motion passes by majority vote.**

**Selectmen Haskins motioned to accept the bid sweeper bid from Hubbell Development Corporation. Motion failed due to a lack of a second.**

A bill of sale will have to be worked up for the Selectmen to sign for the tractor.

Kudos to the DPW for responding to and repairing Bean Hill Road on Thursday July 29<sup>th</sup> at 10:30 pm. The rain had washed out a large portion of the road and the DPW did not leave until 5:00 am the next morning after the road was fixed. They all came back into work the next day and worked all day with little to no sleep.

**Sel. Waldron made a motion at 6:27 pm to go into nonpublic session under NH RSA 91a;3-II, (C) seconded by Sel. Haskins, Roll call vote Selectmen Haskins–Yes Selectman Hubbell–Yes and Selectman Waldron- Yes.**

**Waldron/Hubbell moved to reconvene the public session at 6:56 pm. Roll Call Vote, Selectman Haskins – Yes, Selectman Hubbell- Yes and Selectman Waldron-Yes, Motion passed by unanimous roll call vote.**

**Waldron/Haskins 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 Haskins-Yes, Selectman Hubbell –Yes and Selectman Waldron-Yes. Motion passed by unanimous roll call vote and the minutes are hereby sealed.**

No further business to come before the Board of Selectmen

Meeting was adjourned at 6:57pm

**Minutes Recorded by T/A Ken Robichaud**

**Minutes approved by unanimous vote on 08/17/2021.**