



## **NORTHFIELD BOARD OF SELECTMEN MEETING**

Minutes of the meeting of September 14, 2021

**Present:** Selectman Kevin Waldron and Selectman Mark Hubbell.

**Town Staff Present:** Town Administrator Ken Robichaud, Police Chief John Raffaely, and  
PW Director Justin Bernier

**Also Present:** Julia Chase, Representative NH Department of Homeland Security.

**Residents** Ken Tomlins, Jason Durgin, Lisa Thorne and Kristen Vaughan,

**Selectmen Waldron opened the Selectmen's weekly meeting at 5:00 pm.**

The Pledge of Allegiance was recited.

Julia Chase who is the senior representative for NH Homeland Security and Emergency Management discussed with the Selectmen a grant for a generator for the Towns Emergency Management Center (EMC). Back in March the Selectmen agreed to have the Town Hall be the EMC and the Tilton-Northfields Community Center be the residential center. The Grant is a 50/50 grant in which the Town pays 50% towards the total of approx. \$42,000.00 project cost. The Town is able to use last year's Covid funds as a match to the grant cost. The Town utilized close to \$90,000.00 in Covid funds to make the necessary changes to Town Hall. Ms. Chase stated that this is more than needed to offset the Towns match. The next grant is for a generator to supply emergency power at the Community Center for residents who must leave their home due to a lack of power during an emergency event. This though would require the Town to Match the cost was well for that grant. The EMC generator will not cost the Town any money due to the Cares act funding. The Selectmen discussed the quote that was received and would like to have more quotes for the project.

**A majority of the Selectmen agreed and accepted the terms of the Emergency Management Performance Grant as presented to them for the amount of \$41,725.00 to install a generator for the Towns primary Emergency Operations Center. The Selectmen also acknowledged that the total cost of the project will be \$83,450.00 that the Town will be responsible for a 50% match which is the \$41,725.00, which could be money from last year's Cares Act Grants.**

Selectman Hubbell discussed how the generator is powered with natural gas and if diesel would be better. We can ask if a dual fuel source would be better than natural gas. The Selectmen signed the terms of the grant.

### **Police Department Update**

Selectman Waldron asked the Police Chief how the new traffic flow is working out at the school. The chief stated that it was flowing very well.

Selectmen Hubbell asked the Chief about the grant for the patrolling of the trailways. The Chief stated that he has not heard anything yet.

### **Public Works Department Update**

Director Bernier presented two more quotes for the railroad crossing repairs that the State is going to perform and the Town is responsible for the paving of the crossings. The Selectmen are not happy about this that the

State is making repairs to their tracks which will cause disrepair to our roads and the Town has to pay for the repair.

**GSM Paving** is quoted for the following locations-

\$3,920.00 for the Granite Street Crossing.

\$3,920.00 for the Forrest Road Crossing.

\$6,694.00 for the Sargent Street Crossing.

**\$14,534.00 Total cost for paving**

**CAP Paving**

\$6,400.00 for Sargent Street Crossing.

\$4,700.00 for the Forrest Road Crossing

\$4,700.00 for the Granite Street Crossing.

**\$15,800.00 Total cost for paving**

**Selectman Waldron/Hubbell motioned to award the paving proposals to GSM Paving for the amount of \$14,534.00 to pave the railroad crossings at Granite Street, Forrest Road and Sargent Street, to include all prep work, all in favor, motion passed.**

More culvert pipe has arrived and most of the pipe that has been ordered is at the DPW shed. We have one more load that is coming. Selectman Waldron stated that we should have some pipe on hand for residents to purchase for driveway culverts. He will order 10 more pipes to have on hand.

The new signs that have been installed at the Union Sanborn School because of a new traffic pattern have been adjusted so that they can be seen more clearly by parents and vehicles traveling on the road near the school.

The newest truck the F-550 is in the shop apparently the body on the truck is warped and when it is down on the bed it doesn't sit square. The body was manufactured by a Canadian Company and it may be some time before they can come across the border to inspect the body. Once the inspection is completed the truck will have to back in the shop to have a new body installed. This means that the Town will be down a truck to plow with this winter so we will need to keep the Peterbilt for now instead of selling the vehicle. There was some discussion on the next type of truck that the town should look for.

Selectmen Hubbell continued to comment on a bump near the overpass on Park Street and nothing is being done about it. The State owns the road and Tilton Northfield water district are the ones who made the issue so who is at fault and who is to repair it. Well someone needs to fix it the State or The Water District, but it will not be the Town.

Selectman Hubbell brought up the discussion on a sidewalk that should be installed on Dearborn Avenue. This was discussed several times over the past year. Director Bernier stated that there are some restrictions to installing sidewalks. A sidewalk to Schools is a program that the Town can look into at helping to install a sidewalk and we will look into this for a future discussion.

### **Administration Update**

Town Administrator Robichaud informed the Selectmen that he has been in touch with Affinity lighting on our LED lighting project. They have completed the GIS mapping audit and are awaiting answers to some questions on street lights. We should be getting answers back in the next week or two and will setup a time to come in and give the report to the Selectmen.

The Town Administrator informed the Selectman that he has received the 2022 Lakes Region Fire Mutual Aid Fire District assessment and it has not gone down it has gone up about 2.5% to \$44,087.07 from the 2021 rate of \$43,000.00. This may still change as the Health Insurance amounts have not been finalized as yet.

Selectmen Hubbell discussed the unfair funding formula of this entity for the Town of Tilton and Northfields assessments.

Town Administrator Robichaud informed the Selectmen that the Shaker Road and Bay Hill Road drainage projects will be starting soon, we have a new utility pole that has been put up near the four corners of Bay Hill and Knowles Pond Road because the old pole is right in the ditch line, so a new pole has been installed and the Electric and Telephone line shave been moved over to the new pole except the Atlantic Broadband equipment. This has been going on for about 10-12 weeks and the Town Administrator made a call to the Head of Government Services for Atlantic Broadband in hopes that this can be resolved ASAP. He was told that it would be resolved within 2 weeks, so hopefully that can happen before the project starts.

There has been a request for a refund of \$500.00 for a cemetery plot that is no longer wanted. There is another family willing to take that slot, so the Selectmen authorized this refund.

Michael Murphy has requested a new set of amnesty tickets for the transfer station as he lost his 2021 tickets that he received in January. The town has no record of these tickets being used as of this date. The Selectmen normally would not do this, but since he has not used any of the tickets previously issued, they were okay with this request.

Dannielle Lamanuzzi Cleaners has submitted a quote for cleaning services for the Police Department and Town Hall for \$75.00 per week, per building. The Selectmen authorized this proposal but the company must passes the police background check prior to them starting.

The Town Administrator requested that the Selectmen award the bid for auditing services from last week's bid opening to Plodzik and Sanderson Auditors. They currently audit 184 out of the 210 NH municipalities; they have 19 staff auditors that handle the municipalities and 5 staff auditors that handle commercial accounts. They have never had a discrepancy with the State of NH DRA, and they are currently handling our 2020 audit. The Selectmen approved this Firm as the Towns Auditors.

The Town Administrator presented to the Selectmen a quote from New Sky Tree Service to take down the Pine Trees in Pines Park at a rate of \$2,800.00 per day. They stated that they cannot do the job all at once as they will take a few days and remove trees and then leave for other jobs, but they will return and work several more days and will continue this cycle until the job is completed. New Sky estimates that it will take approx. 30 days of working in the Pines to remove all that is needed to remove. \$2,800.00 times 30 days is approx. \$84,000.00.

Also we received a quote from Burl Tree Clearing Company for the estimated day rate for the crane at \$5,500.00 for 3 days and tree cutting and chipping at \$13,500.00 for the remaining trees. There is an additional rate of \$300.00 for any tree that is too big or that is not acceptable at the mill (rot, bowed). If all 40 trees were not accepted at the mill, there would be an estimate of \$12,000.00 for this part of the job. Total estimate is roughly \$45,000.00. Selectman Waldron stated that he wanted all the trees to come down as it will be less costly to remove all of them and he would not want to pay more and get less. Selectman Waldron does not agree with this project to remove some of the trees he wants all the trees to come down. Selectman Hubbell does not want all of the trees to come down and with only two Selectmen they have to agree on everything. Selectman Waldron stated that he will yield to Selectman Hubbell and go with the plan that was submitted by the Town Arborist, so the Selectmen agree collectively on the plan submitted.

The Town Administrator discussed with the Selectmen that the Police Department has been a big help in distributing the Dog Forfeiture letters to residents who have yet to register their dogs with the Town. The Town sent out over 400 letters and has received back slightly over 300 letters. If the Town would have sent the letters out certified mail it would have cost the Town and the residents \$2,800.00.

Selectmen Hubbell asked the DPW Director how the plastic recycling was doing at the Transfer Station and it was going smoother now that residents have gotten used to it.

Waldron/Hubbell motioned to approve the minutes from September 14th, 2021 as written and presented, all in favor, motion passes.

### **Public Input**

Selectman Waldron stated that he would like to get back to a back and forth conversation between the Selectmen and the Residents and would like some ideas from the public on how to get to that place. So if people would email the Selectmen their ideas they will consider it.

**Kristen Vaughn-** Stated that she appreciated Selectmen Waldron and his good balance tonight on working through and his compromising of the issues at hand this evening, and she understands that with a Board of two it can get messy, but she feels it is a step in the right direction so thank you to both of you. And she is curious if the Selectmen are going to fill Scott Haskins empty position on the Board.

**Ken Tomlins-** it was good being here tonight and watching you two work through the issues. The Pines is an important part of town that most people are interested in seeing something happen with. Once you take the Pine trees down what are you going to do with the stumps is a question everyone is asking.

**Jason Gerhard-** Would you consider putting in the nonpublic session at the beginning of the meeting or at the end of the meeting. With Grants there is no free lunch and there is no free money from Washington, so maybe have a grant review committee. And I think you have too many rules at these meeting so why limit everyone who would like to speak as it goes against everything this country was born to be.

**Jon Cilley-** Suggested that emails to the Selectmen are good prior to the meeting but not during the meeting it is not the only option. People would like to speak to what is being discussed at the moment and not later in the meeting. You are a board of two currently where is this board going with the appointment of a third member as we don't want to get to an impasse and have a tie and no way to break it.

Selectman Waldron asked if there is any more business to come before the Board- No Response

**Sel. Waldron made a motion at 7:07 pm to go into nonpublic session under NH RSA 91a; 3-II, (C) seconded by Sel. Hubbell. A Roll call vote–Selectman Hubbell–Yes and Selectman Waldron- Yes.**

**Waldron/Hubbell moved to reconvene the public session at 8:57 pm. Roll Call Vote, Selectman Hubbell- Yes and Selectman Waldron-Yes, Motion passed by unanimous roll call vote.**

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

**Other Business:**

Next week's meeting will be at 5pm.

Selectmen Waldron stated that he is anxious to get some input from the public on what they would like to see with public input.

With no further business to come before the Board of Selectmen this Meeting was adjourned at 8:59 pm.

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

**Minutes voted and approved on September 28, 2021**