



NORTHFIELD BOARD OF SELECTMEN MEETING

Minutes of the meeting of September 19, 2023

Present: Selectman Jason Durgin, Selectman Mark Hubbell, and Selectman Ross Cunningham

Town Staff Present: Town Administrator Ken Robichaud, DPW Director Justin Bernier, Police Chief Mike Hutchinson, Police Lt. Jesse Colby, and Code Enforcement Officer Russ Wheeler.

Others Present: Attorney Kate Miller, Scott Haskins, Gary Andrews, Christina Cann, and Helen Hardenbergh.

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

The Pledge of Allegiance was recited by everyone present.

Public Input

Helen Hardenbergh- asked if the Comcast wires could be buried underground instead of having overhead wires.

Administration

T/A Robichaud presented more policies for the Selectmen's annual review. The Selectmen reviewed the Use of Credit Cards, 91A Requests as well as the Noise Ordinance. Selectman Durgin discussed the Noise Ordinance and that it seems pretty strict. Police Chief Hutchinson stated that it is up to the officer's judgment in the noise ordinance as it is a state law as well. **Selectman Cunningham motioned to accept the ordinance review as presented, seconded by Durgin. All in favor, motion passed.**

T/A Robichaud presented the Selectmen an update on the budget up to this point in time. Then Selectmen were okay with the budget.

Police Department

Nothing this week

Department of Public Works

Director Bernier informed the Selectmen that the streetlight at the Boat Launch is up and running. It is an LED light, and it was installed by Eversource.

New Business

Police Chief Hutchinson presented new updated Discipline policy for their review. The Selectmen decided to table this as they have not had time to review it. **Selectmen Cunningham/Hubbell motioned to table this until the next meeting. All in favor motion passed.**

T/A Robichaud presented a townwide complaint form to use as complaints come into the Townhall and the DPW. There was some discussion on this as to who would use it and how we would track it. **Selectmen Cunningham motioned to accept the form but to have a disposition space and to incorporate sequential numbers for tracking, Selectman Hubbell seconded the motion, all in favor, motion passed.**

Selectman Cunningham brought up the school funding formula to the Selectboard. He has been attending the meeting and he would like the consensus of the Board to apply the ADM census (Average Daily Membership) method to the funding

formular which will help in the future years. Currently it is a 70%-30% EV method. The Selectmen were in favor of the student attendance method and thanked Selectman Cunningham for being on this board.

T/A Robichaud brought up the discussion on the Emergency Generator Grant for the Shelter. The T/A is recommending that we forgo the grant this year and when we find an adequate shelter we can then apply for this grant. Chief Hutchinson stated that he has spoken to Judy Tilton from the Compass School, and they may be interested in allowing their school building to be an Emergency Shelter. The Selectmen were all in favor of giving the grant back to the state at this time and when we find a suitable Shelter then we can reapply. Robichaud also brought up that we still have not received the 50% match from the State yet on the Emergency Operations Center, he has spoken to the State, and they said it has been slow, but we should be getting it soon as we have filed all the necessary paperwork for the reimbursement. Chief Hutchinson also said that we may be able to use the Compass School for Town Meeting as well, and we would get an MOU before that could move forward.

T/A Robichaud brought forward a list of names for the CIP (Capital Improvement Committee) we need 1 member from each Board and 3 public members. The Selectmen approved the complete list of names. **Selectmen Durgin/Hubbell motioned to appoint the members as submitted, all in favor motion passed.**

Unfinished Business

Selectmen Hubbell would like to have the Hodgdon Road Cemetery repairs kept on the unfinished business list, so we don't forget about it, all the Selectmen were okay with leaving it on the list.

Review Minutes

Selectmen Hubbell/Cunningham motioned to approve the minutes from September 5th meeting as presented, all in favor motion passed.

Public Input

Helen Hardenbergh- Asked about the road meeting if it is open to the public, it is open to anyone.

Gary Andrews- mentioned that the vehicle online registrations only archive one month in advance.

Selectman Hubbell was concerned that the Town Clerk will be closed for three days this week. The Town Administrator informed the Selectboard that they are both fairly new and will be attending training, as well as in October they will have more training for another 3 days.

Chairman Durgin recessed the meeting at 5:44 pm

Chairman Durgin called the meeting back in session at 5:59 pm

Chairman Durgin opened the Public Hearing on the Comcast Cable TV Franchise Agreement at 6pm. Town Administrator Robichaud introduced Town Attorney Kate Miller who has been working with the Town on the Comcast Agreement to allow Comcast to bring TV and cable services to Northfield. Attorney Miller spoke to why Comcast needs a franchise agreement and the revenue that it can provide to the Town. Attorney Miller answered questions from the audience.

Selectman Durgin closed the Public Hearing on the Comcast Franchise Agreement at 6:16 pm

Selectmen Cunningham/Hubbell motioned to accept the Comcast Franchise Agreement, all in favor motion passed.

The Selectmen thanked Attorney Miller for all the work that she did on getting this agreement done, now the Town has another Cable TV, Internet Company option to choose from.

Chairman Durgin recessed the meeting at 6:17 pm.

Chairman Durgin reconvened the meeting at 6:17 pm

Non-Public Session

Sel. Durgin made a motion at 6:17 pm to go into nonpublic session under NH RSA 91a; 3-II, (A)(B)(C) seconded by Sel. Hubbell. Roll call vote—Selectman Cunningham—Yes, Selectman Hubbell- Yes. Selectman Durgin – Yes. Motion passed by a 3-0 vote.

Sel. Durgin reconvene the public session at 6:37 pm.

Sel. Durgin/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 Cunningham—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

Chairman Durgin adjourned the meeting at 6:38 pm.

Minutes recorded by Town Administrator Ken Robichaud

Minutes voted and approved on October 3, 2023.