

**NORTHFIELD BOARD OF SELECTMEN
MINUTES OF THE MEETING OF February 15, 2011**

Present: Sel. Bluhm, Sel. Knowlton, Sel. Ziminsky
Also Present Sally Robert, Sarah Robert, Kevin Waldron, Greg Hill, Anthony Stracqualursi,
Brian Brown, Chief Adams, Bob Southworth, Glenn Smith.

Meeting was called to order at 6:32 pm

1. Highway Department

Bob Southworth updated Board the recent need for repairs to the baler and the work done this week to remove snow banks from Park, Holmes, Vine and Oak streets.

Sel Ziminsky inquired as to the intent of the policy that snow not be plowed across streets. Board members discussed the issue, including problems caused when snow is left in the road or is plowed in such a way that it clogs town drainage ditches. It was also noted that many people who plow snow across roads do so conscientiously and do not cause problems. Sel. Knowlton noted that he personally does not want to prohibit people plowing across the road.

Bob presented purchase requisitions.

2. Police Department

Chief Adams presented shift schedule to Sel. Ziminsky as requested.

Chief Adams presented Board members with the position descriptions for Part-time Patrol Officer which he is proposing be amended to include a requirement that they be available for a minimum of 16 hours per month (2 shifts). Board members discussed the proposed change. **Knowlton/Ziminsky** moved to adopt the new Part-time Patrol Officer position description as presented by Chief Adams. **Motion passed.**

Chief Adams reviewed the current status of the JAG grant program. Of the \$13,187 originally approved \$1,939 has been spent on a moving radar, \$3,980 on night vision equipment, \$1,528 on ballistic vests, and \$659 for administrative costs. A balance of \$5,081 remains. Sel. Ziminsky said he believes that these funds should be used to purchase a camera for the 4x4. Chief Adams noted that he would like to use Highway Safety Grant funds for this purpose. After discussion Chief Adams was asked to investigate whether or not JAG money can be used to match Highway Safety Grant fund and check the price of a video camera for the 4x4. During the discussion Chief Adams noted that the video cameras in the cruisers have been reprogrammed so that a code is required to turn them off and that only four people have the code.

3. Town Administration

Board members reviewed and signed the 2011 warrant, reviewed the bids received for technology services from Mainstay Technologies and CCS and reviewed the proposed class VI road waiver for Spaulding Youth Center.

Board members reviewed the draft rules of procedure for the Highway Safety Committee.

Ziminsky/Knowlton moved adopt rules of procedure and create the Highway Safety Committee as amended. **Motion passed**

4. General Business

Board members reviewed general correspondence and payroll and accounts payable manifests. **Ziminsky/Knowlton** moved to approve the minutes of the meeting of February 8, 2011. **Motion passed.**

Kevin Waldron inquired as to the purchase of motor oil by Highway Department.

Brian Brown asked for assurance that the minutes would reflect that the Police Department has modified its cruiser video camera procedures so that only four people can turn them off.

5. Non-public session *RSA 91A-3a*

Ziminsky/Knowlton moved to enter into non-public session under the provisions of RSA 91-A3II c at 8:05pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Adams, Glenn Smith. **Ziminsky/Knowlton** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Knowlton/Ziminsky** moved to reconvene the public session at 8:15pm. **Motion passed by unanimous roll call vote.**

Board members reviewed annual evaluation forms and the proposed use of 360 reviews.

Board members discussed the structure of the Highway Department

There being no other business the meeting was adjourned at 9:10 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON FEBRUARY 22, 2011