

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the Meeting of January 30, 2018

Present: Sel. Crowley, Sel. Southworth, Sel. Allen

Also Present: Scott Haskins, Jason Durgin, Chief Raffaely, Andy Buteau, Glenn Smith

The meeting was called to order at 5:00pm

1. Police Department

Selectmen agreed that they would contact Chief Raffaely individually with feedback on the proposed SOP on Confidential Informants

2. Public Works Department

Public Works Director Andy Buteau reported that \$20,000 has been spent on salt since January 1st. Sel. Southworth inquired as to the status of equipment; Andy reported that everything was working fine.

3. Administration

Sel. Crowley voiced his dissatisfaction with the pace of obtaining arch repair quotes and asked Glenn to obtain quotes from alternative vendors.

Board members discussed the annual evaluation process.

Town Administrator Glenn Smith reviewed the proposed application process for the planned commercial/industrial tax exemption. Board members discussed the parameters of the program and which properties would qualify for program.

Board members reviewed the proposed 2018 town meeting warrant.

Glenn presented updates to the proposed open space review committee, which Board members reviewed.

Glenn presented proposed updates to the fees assessed for building permits and cemetery plots, which Board members reviewed. Board members discussed the equity of building permit fees and when permits should be required. **Crowley/Southworth** moved to approve the proposed building permit fees, amended to adjust the minimum square footage of a structure for which no fee is assessed from 20 square feet to 100 square feet. **Motion passed.**

Board members agreed by consensus to accept the proposed fees for cemetery plots, adjusting the cost of a plot to \$500 regardless of the type of burial.

Glenn provided an update on the status of tax deeded property.

Board members and Code Enforcement Officer Jason Durgin discussed Jason's request to perform his code enforcement duties while driving his truck labeled "Durgin Electric". Jason outlined the logistical difficulties of obtaining the town car to perform these duties as he often fits them in between jobs for his personal business. Board members noted that applicants are expected to have selected their electrical contractor before filing the permit so there should not be a situation that can be perceived as the town promoting one business over another. Board members authorized Jason to use a marked vehicle while performing his town duties.

Glenn updated the Board on the latest communications from DOT concerning the Sandogardy Pond Road reconstruction project and received authorization to dispose of surplus printers.

Board members signed a corrective cemetery deed.

4. General Business

Board members reviewed accounts payable, payroll manifests and general correspondence. **Crowley/Allen** moved to approve the minutes of the meeting of January 23, 2018 as amended. **Motion passed.**

Southworth/Crowley moved to enter into non-public session under the provisions of RSA 91-A3II c at 6:52pm. **Motion passed by unanimous roll call vote.** Also Present: Glenn Smith. **Crowley/Southworth** moved to reconvene the public session at 7:05pm. **Motion passed by unanimous roll call vote.**

Crowley/Southworth moved to seal the minutes of the nonpublic session as divulgence would adversely affect the reputation of a person not a member of the Board. **Motion passed.**

There being no other business the meeting was adjourned at 7:05pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON FEBRUARY 13, 2018