

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the meeting of October 13, 2015**

Present: Sel. Waldron, Sel. Crowley, Sel. Southworth  
Also Present: Sgt. Hutchinson, Lisa Swancott, Dick Stevens, Dennis Allen, Mark Hayes, Sean Chandler, Chief Raffaely, Andy Buteau, Glenn Smtih

The meeting was called to order at 6:00pm

**1. Public Input**

The Chair recognized Mark Hayes and Sean Chandler who presented information concerning the sale of the Peabody parcel, including commitment letters between Highland Mountain Bike Park and scout groups. Board members signed the necessary forms to complete the sale of the Peabody parcel.

Lisa Swancott reported last year the budget committee was in favor of purchasing IMC enhancements.

**2. Police Department**

Chief Raffaely and Sgt. Hutchinson reviewed information concerning the proposed purchase of upgrades to the police IMC system. Sgt. Hutchinson reported that the cost of the system is \$30,013.14 with an annual maintenance cost of \$2,835.00. Board members reviewed the proposal. Discussion points included impacts on officer safety, streamlining reporting processes, improvements to dispatch capabilities, effects on patrol time, overtime and the crime rate. **Waldron/Southworth** moved to purchase the IMC upgrade as proposed at a cost of \$30,013.14. **Motion passed 3-0.**

Chief Raffaely presented a purchase request for snow tires, which Board members signed. In response to a question from Mr. Stevens, Board members noted that three bids were not required as the town was receiving state bid prices for these items.

Board members discussed with Chief Raffaely the proposal to start basing cruiser maintenance schedules on hours of operation instead of mileage. The Chief was asked to start recording cruiser idling time.

Board members reviewed pending projects with Chief Raffaely.

**3. Highway Department**

Highway Superintendent Andy Buteau reviewed the proposed RFP for the Highway Garage office roof repair project with Board members. The Selectmen approved the request for proposals as amended.

Andy reviewed a request from a citizen to repair a culvert on the Class VI portion of Shedd Road. He and Sel. Crowley agreed to visit the site to determine if the culvert is necessary for the drainage of Blueberry Lane.

Board members reviewed pending projects with Andy, including how to spec a proposed sander shed similar to the state unit at exit 18. Andy also updated the Board on the status of the Oak Hill Road and Reservoir Road driveway repairs.

Board members discussed the stones blocking entrance to the class VI portion of Scribner Road. It was noted that the stones were in violation of state statutes. Andy was asked to remove them.

Board members discussed maintenance proposals and regular maintenance schedules for the grader, backhoe and loader. Discussion points included which maintenance procedures were necessary, which should be done in house, the impact of performing maintenance in-house on the crew's ability to work on road projects, and costs. Andy Buteau was instructed to move ahead with 2000 hour maintenance on the grader, loader and backhoe. Sel. Southworth expressed concerns with the plan as he feels the work can be done more inexpensively in-house.

Dick Stevens reported that the CM Whitcher employees have told him that trash tonnage has increased in recent weeks. Andy said he would look into it.

Chief Raffaely noted that the Northfield Pines sign on Rt. 132 is close to collapse. Andy said he would look into it.

#### **4. Administration**

Town Administrator Glenn Smith reviewed 2015 tax rate information filed by DRA. Board members agreed by consensus to establish an overlay amount of \$10,000 and use \$350,000 of the unassigned fund balance to offset taxes.

Glenn reviewed the sole bid received for town hall door replacement and was asked to check references for the vendor. He also distributed a draft job description for a Working Foreman position, which Board members took under advisement.

Board members authorized a 12 month extension of the town's working relationship with First Point Power as an electricity provider. They also scheduled a public hearing for the possible sale of Union Church.

Glenn informed the Board that Calvin Finemore has resigned as a Trustee of Trust Funds as he is no longer a resident. He was authorized to contact Maureen Bouchet concerning this appointment. Board members declined an offer to hear an Eversource presentation on Northern Pass.

Board members reviewed the town Indemnification Policy and asked that Donna Cilley review the Welfare Guidelines.

Board members reviewed general correspondence and payroll and accounts payable manifests.

**Waldron/Southworth** moved to approve the minutes of the meeting of October 6, 2015. **Motion passed.**

#### **5. Non-public Session RSA 91A-3II(b)**

**Waldron/Southworth** moved to enter into non-public session under the provisions of RSA 91-A3II b,c at 9:20pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Andy Buteau and Glenn Smith. **Waldron/Southworth** moved to reconvene the public session at 10:20pm. **Motion passed by unanimous roll call vote.**

**Waldron/Crowley** moved to seal the minutes of the non-public session as divulgence of the minutes would adversely affect the reputation of a person not a member of the Board. **Motion passed by unanimous roll call vote.**

There being no other business the meeting was adjourned at 10:07pm