

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the meeting of October 6, 2015**

Present: Sel. Waldron, Sel. Crowley, Sel. Southworth  
Also Present: Amanda Blier, Chief Raffaely, Andy Buteau, Glenn Smith

The meeting was called to order at 6:00pm

**1. Police Department**

Chief Raffaely informed the Board members that the owners of a property at 12 Elm Street have been dumping asphalt and concrete in their back yard close to the Winnepesaukee River. He called DES which reported that there is no regulation about this. Sel. Crowley will follow up on this.

Chief Raffaely distributed quotes and a purchase requisition for the purchase of ballistic vests for vehicles, noting they are required items for officer safety. These vests will supplement the vests worn by the officers and will be used in high risk situations. Board members reviewed the proposal and signed the purchase requisition.

Board members approved officers' participation in 'No Shave November' fundraiser.

Chair recognized Amanda Blier who outlined the plan that she and other high school students have developed to repair the horse rink. In response to Selectmen's questions she noted that the project will be supervised by their parents and the organizers of the Winnisquam Whinnies and that donations will be received through Lowes, Home Depot, Uncle Hilde, and Tractor Supply. Board members authorized the project and thanked her for the work to be done.

Sel. Waldron asked about a plan to service cruisers based on hours of operation instead of mileage. Chief Raffaely said he would pursue this.

**2. Highway Department**

Highway Superintendent Andy Buteau distributed quotes for 2000 hour maintenance on the grader, loader and backhoe. Board members reviewed the material and asked for information on scheduled maintenance beyond the 2000 hour requirement.

Andy distributed a commitment letter for the 2016 household hazardous waste program, which Board members signed. Board members also signed a purchase requisition for repairs to the Peterbilt truck.

Andy presented a draft proposal for repair of the highway garage office roof, which Board members took under advisement. He also presented a quote and purchase requisition to allow Young's Hot Top Paving to repair driveways on Oak Hill Road and Reservoir Road, which Board members approved.

Sel. Crowley asked the Board to authorize a grace period from 10/13/15 – 11/1/15 under which residents without stickers would still be permitted to use the Transfer Station which Board members approved. He also asked for clarification as to whether other jurisdictions, the Pines and the Library can use the transfer station at no cost. After discussion the Board decided that municipalities and the Pines and library may use the station at standard cost.

Sel. Crowley informed the Board of the upcoming state auction. He and Andy will attend the preview on October 16<sup>th</sup>. Board members scheduled a meeting for 4pm on October 16<sup>th</sup> to discuss possible purchases. Sel. Crowley updated the Board on efforts to resolve drainage issues on the north end of Shaw Road.

Sel. Waldron recognized Shane Dow for achieving Road Scholar 1 designation. He also inquired as to who will be representing the Town at the upcoming NRRA meeting. Board members recommended that Whitney Malcolm attend.

### **3. Administration**

Town Administrator Glenn Smith reviewed governance issues with the WRBP. Board members asked that the Sewer Commissioners be invited to a future meeting to discuss this. He also updated the Board on efforts to allow for the sale of Union Church. Board members authorized him to work with the town attorney to move this forward.

Glenn informed the Board that Highland Mountain Bike Park has fulfilled the terms required to purchase the Peabody parcel. Selectmen asked that Mr. Hayes be invited to the next meeting to complete the sale.

Board members reviewed an agreement with NHDOT which provides for engineering of the Sandogardy Pond Road project. **Crowley/Southworth** moved to authorize the Chair to sign the project agreement for Sandogardy Pond Road engineering. **Motion passed.**

Glenn informed the Board that a firm has offered to perform an assessment of the town computer network. This requires installing software which our current vendor does not recommend. Board members agreed not to move forward with this assessment. Glenn also reported that no bids had been received for town hall repairs or door replacement.

Board members reviewed and approved a proposed policy on responding to employee misconduct complaints and approved a proposed revision to the town record retention policy.

### **4. General Business**

Board members reviewed accounts payable, payroll manifests and general correspondence. **Waldron/Southworth** moved to accept the minutes of the meeting of September 22, 2015 as amended. **Motion passed.** **Waldron/Southworth** moved to accept the minutes of the meeting of September 29, 2015 **Motion passed.**

### **5. Non-public Session**

**Waldron/Southworth** moved to enter into non-public session under the provisions of RSA 91-A3II b at 8:32pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Raffaely, Andy Buteau and Glenn Smith. **Waldron/Southworth** moved to reconvene the public session at 10:13pm. **Motion passed by unanimous roll call vote.**

**Waldron/Southworth** 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 10:13pm.