

NORTHFIELD BOARD OF SELECTMEN MEETING
Northfield Town Hall 21 Summer Street Northfield, NH 03276
Tuesday, October 28, 2014 6:30pm

Present: Sel. Shepard, Sel. Crowley, Sel. Waldron

Also Present: Mark Hayes, Chief Raffaely, Johnny Van Tassel, Glenn Smith

The meeting was called to order at 6:30pm

1. Public Appointments

The Chair recognized Mark Hayes who inquired as to whether the town is interested in selling the 'Peabody' parcel adjacent to the Highland Mountain Bike Park. The property was given to the town on the condition that it be made available to local scouts but is used very infrequently. Board members discussed the matter and instructed Glenn to ask town counsel if the deed allows the town to sell this property and contact the leader of the local scout troop.

2. Highway Department

Sel. Crowley noted that the UST committee is seeking feedback on increasing the UST gasoline and diesel fuel surcharge from \$0.05 to \$0.07 to cover increased current maintenance and future tank closure and/or replacement costs. The increase will not cover the entire potential future costs but will help reduce the burden when these costs are incurred. Board members discussed options, including purchasing fuel from Irving and using state pumps in Belmont or Franklin. Sel. Crowley indicated that the UST committee is examining these issues. Board members indicated approval of the surcharge increase and expressed interest in investigating all options.

Highway Superintendent Johnny Van Tassel updated the Board on the status of the Rand Road project; the culverts have been installed and fabric should be installed tomorrow.

Sel. Shepard inquired as to the purchase of a new heater. Johnny said that is was for the transfer station, which is poorly insulated and can get very cold in the winter.

Johnny distributed quotes for purchase of carbide blades, which Board members reviewed. Board members agreed by consensus to authorized Johnny to purchase carbide blades for the trucks from Jordan Equipment Co. as proposed.

Board members inquired as to the status of the new F550. Johnny and Sel. Waldron noted that the truck was not outfitted as to specifications and they are working with Fairfield to rectify the situation.

Board members reviewed the need for a new sander shed. Sel. Waldron reviewed the new state shed in Canterbury and suggested that we model our new shed on that design.

Sel. Waldron inquired as to the status of the repair of Truck 4. Johnny indicated that it was being worked on.

Sel. Crowley inquired as to the status of the sinkhole on Elm Street. Johnny responded that it had been repaired but had reformed during the recent rains. He is investigating which underlying problems might be leading to this

condition and will be fixing them. Johnny also reported that the work on the Elm Street fence is still in the planning stages and that a rep from the manufacturer of the tire changer will be here on November 7th to instruct employees on its use. Sel. Shepard asked if the sidewalk plow had contributed to the failure of the Elm Street fence. Johnny replied that this was possible and it is his intent to use the snowblower attachment instead of the v plow in this location next year to resolve the situation.

Board members discussed the status of the skate park. Glenn was asked to contact Primex for additional information concerning the use of jersey barriers instead of a fence to protect this area.

3. Police Department

Chief Raffaely reported that the prescription drug drop off box has arrived and will be installed in the front lobby. Also, he hopes to have the background investigation completed on the potential new hire by next week.

Board members discussed election signs posted at Pines Park in recent days and asked the Chief to remove those signs posted on town property.

4. Administration

Town Administrator Glenn Smith distributed and reviewed the 2015 department request budget in preparation for Saturday's budget review meeting as well as proposed guidelines for disciplinary actions.

Board members reviewed Zoning Ordinance Article II which states that the town shall establish guidelines outlining when a building permit is needed. Selectmen discussed the provisions and asked Glenn to develop recommended guidelines.

Board members reviewed the proposed 2014 salary schedule and asked Glenn to place the matter on the agenda for the upcoming meeting

Glenn reviewed the town's cash flow and requested that the Board authorize drawing \$150,000 upon the town line of credit, which Board members approved. He also presented an updated spreadsheet received from DRA reflecting the current utility values. Board members reviewed the data and decided not to change their use of retainage and overlay decisions of the previous week. Glenn noted that the new assessed valuation figures would represent a drop in the tax rate of approximately 20 cents from what was discussed at the last meeting.

Glenn presented a draft letter to be sent to the owners of property adjacent to certain tax deeded properties the town currently owns. Board members reviewed the letter and authorized its distribution except in the case of the Stevens Road parcel. Board members asked that Glenn invite the Chair of the Conservation Commission to the next meeting to discuss their interest in this parcel.

Board members reviewed the assignment tracking worksheet

Waldron/Shepard moved to enter into non-public session under the provisions of RSA 91-A3II a,c at 8:57 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session was Glenn Smith. **Shepard/Crowley** moved to reconvene the public session at 9:30 pm. **Motion passed by unanimous roll call vote.**

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

5. General Business

Board members reviewed accounts payable, payroll manifests and general correspondence. **Shepard/Waldron** moved to approve the minutes of the meeting of October 28, 2014. **Motion passed.**

There being no other business the meeting was adjourned at 9:32pm

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON NOVEMBER 10, 2014