

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the meeting of February 13, 2018

Present: Sel. Crowley, Sel. Southworth

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

The meeting was called to order at 5:00pm

1. Public Input

Scott Haskins reported on the Mac and Cheese cook-off recently held at the Pines and thanked Chief Raffaely for his participation. Also, he noted that the Pines has been mentioned as a possible emergency shelter and would like to move forward with obtaining a generator so it may be used in that capacity.

2. Police Department

Chief Raffaely distributed a revised SOP on confidential informants. He also reported that he is working to resolve an invoice from a vendor seeking payment for work done on the copier after the end of the copier contract.

3. Public Works Department

Public Works Director Andy Buteau presented a video showing that residents in Diana Road are not clearing approaches to their mailboxes, resulting in complaints from the USPS to the town. Glenn was asked to write a letter to residents informing them of their responsibility to clean in front of their mailboxes.

Andy reported that the reason the Glines Park lights are not working may be a problem with the photo cell. He is following up on it.

Sel. Southworth asked about the status of equipment. Andy reported that everything was operational.

Sel. Southworth noted that Mr. Barbeau on Elm Street is blocking the sidewalk with boards, forcing children to walk in the road in front of his home.

Andy reported that residents on Whethersfield Drive are parking in the road during storms so they can plow their driveways. As a result his crew cannot plow the road properly.

Andy noted that there is a sinkhole at the top of Diana Road. He has received a report that this is due to water coming from an old water system in the vicinity.

4. Administration

Board members discussed the 2018 candidate's night and decided not to host an independent event given the lack of contested races, the fact that all candidates for town offices are already well known in the community and the fact that all WRDS and TNFD candidates are already invited to a similar event in Tilton. Glenn was asked to find out Northfield residents could be encouraged to attend the Tilton event.

Crowley/Southworth moved to appoint Planning Board Alternate Member Christina Beadle as a full member of the Board, filling the vacancy created with the resignation of Laurie Hill, for a term to expire in March 2020. **Motion passed.**

Glenn informed the Board that Kevin Waldron indicates that he can build a vestibule for the Town Clerk's office for about \$5,000. Board members asked Glenn to ask Kevin to draw up plans. Sel. Southworth noted that this is not in the budget.

Glenn presented a contract for tax lien research services, which Board members signed.

Board members reviewed the annual warrant and the CIP plan, adjusting the plan to reflect recent data.

Board members reviewed revisions to the rules of procedure for the proposed Open Space Review Committee. **Crowley/Southworth** moved to create the Open Space Review Committee as proposed. **Motion passed.**

5. Non-public session

Crowley/Southworth moved to enter into non-public session under the provisions of RSA 91-A3II d at 6:09pm. **Motion passed by unanimous roll call vote.** Also Present: Glenn Smith, Andy Buteau, Josh McIntosh. **Crowley/Southworth** moved to reconvene the public session at 6:51pm. **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.**

6. General Business

Board members reviewed accounts payable, payroll manifests and general correspondence. **Crowley/Southworth** moved to approve the minutes of the meeting of January 30, 2018. **Motion Passed.** **Crowley/Southworth** moved to approve the minutes of the meeting of February 8, 2018. **Motion Passed.**

There being no other business the meeting was adjourned at 6:52pm.

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON FEBRUARY 27, 2018