

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the meeting of February 4, 2014

Present: Sel. Bluhm, Sel. Shepard, Sel. Waldron
Also Present: Don Carpenter, Tammy Davis, Nina Gardner, Mike Gagne, Trish Sawiki, John Cilley, Leif Martinson, Tom Fulweiler, Johnny Van Tassel, Chief Raffaely, Glenn Smith.

The meeting was called to order at 6:31pm

1. Public Appointments

The Chair recognized Tammy Davis and Mike Gagne who reviewed the proposed WRSD 2014-15 budget in detail. They anticipate asking the voters for a 9.164% increase in the school tax rate 2014, about \$1.366 per thousand increase on the overall rate. The main drivers are salary and technology increases. The WRSD budget hearing is scheduled for February 19th. John Cilley expressed his doubts about the proposed chromebook program.

The Chair recognized Don Carpenter who explained that he has not increased his prices for animal control and animal confinement for many years. He responded to approximately 170 calls last year, not counting the calls that came from the PD and attended court once. Sel. Waldron indicated his preference that the police department handle animal control calls and that the confinement payment be paid quarterly. Board members asked Don if he would accept a contract amendment to provide for semi-annual confinement payments and addition of a clause that monies would be refunded if services are not provided. Don Carpenter agreed to these terms.

2. Highway Department

Highway Superintendent Johnny Van Tassel reported that the crew has been doing maintenance on trucks and removing snowbanks. All equipment is operational and the department has salt and sand reserves. He discussed the need for a new angle broom. He has talked with Pete who reports that the hydraulic fluid overheats. Sel. Waldron said that he has inspected the unit and believes that it would work properly if capacity were added to the hydraulic fluid tank. Johnny and Sel. Waldron will work on this in advance of the next meeting.

Sel. Waldron asked if the town had a formal policy on flexing hours within a pay period. Board members responded that practice is that when Highway employees work extra hours during a winter storm the Highway Superintendent has the option of offering them time off later in the same week as an alternative to overtime. Johnny said that he is continuing this practice. Glenn reviewed the definition of flex time in the Employee Handbook.

3. Police Department

Chief Raffaely reported that he will be attending a firearm school on Thursday. Board members discussed the draft of an SOP he prepared concerning Public Information Officers and the management of the proposed departmental facebook page and a NIXLE emergency notification system. Discussion ensued as to whether the Chief could or should appoint non-supervisory personnel as PIO's. Chief

Raffaelly was asked to work with Sel. Waldron on a revision of the policy that would address concerns raised.

4. Administration

Board members reviewed the draft 2014 Warrant. Town Administrator Glenn Smith reviewed the article pertaining to phase IIa of the Winnepesaukee River Trail and the question as to whether NHDOT would be willing to provide an 80% match for the project. Sel. Waldron stated that he would like to see warrant articles providing for the election of budget committee members and for the discontinuance of the portion of Hidden Lane that intersects with Summer Street.

Glenn updated the Board on the status of the Metrocast Franchise Agreement renewal.

Board members reviewed a proposed Employee Handbook revision relating to reimbursement for meal expenses. **Shepard/Bluhm** moved to approve the proposed revision to Employee Handbook section 4.4 (2) as revised. **Motion passed.**

Board members approved a proposed agreement for the use of personal cell phones for town business. They also agreed to work on employee evaluations at their meeting of February 18th. Glenn reviewed the status of the hauler's license for Empire Recycling.

Board members agreed to sponsor a candidate's night before the March election, with a tentative date of March 5th.

5. General Business

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

There being no other business the meeting was adjourned at 9:47pm

APPROVED BY THE BOARD OF SELECTMEN ON FEBRUARY 11, 2014