

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of meeting of May 13, 2014

Present: Sel. Shepard, Sel. Crowley, Sel. Waldron
Also Present: Sonny Hunt, Rick Silverberg, Eliza Conde, Dick Stevens, John Cilley, Glenn Smith, Chief Raffaely, Johnny Van Tassel

The Chair convened the meeting at 6:30pm

1. Public Appointments

Chair recognized Sonny Hunt, who discussed the upcoming slalom race with the members of the Board. Board members approved of the race and signed the required use of town property form.

Chair recognized Rick Silverberg who reviewed the recent meeting with DOT at which they indicated that they will now be requiring a pedestrian crossing signal at Rt. 3 in Tilton at an estimated cost of \$100,000. Glenn Smith outlined the proposal from QCC for engineering of this signal, expressing concerns as to the amount.

Board members reviewed a proposed endorsement of the designation of a portion of the Merrimack River as a wild and scenic river but deferred action until William Dawson was present to discuss the matter.

2. Highway Department

Highway Superintendent Johnny Van Tassel reviewed the street sweeping bid that had been received earlier in the day. Glenn Smith compared the proposed cost with those from prior years. **Crowley/Waldron** moved to accept the proposal from Hi-Way Safety Systems Inc. for the 2014 street sweeping project at a cost of \$952.00. **Motion passed.**

Sel. Waldron reviewed the F550 up-fit proposal from HP Fairfield. **Waldron/Crowley** moved to accept the F-550 upfit proposal from HP Fairfield LLC in the amount of \$31,500.00 as proposed. **Motion passed.**

Board members reviewed a list of roads proposed for striping in 2014. Dick Stevens asked if Fellows Hill Road was on that list and was told that it was not. Board members discussed this; Dick Stevens contended Busby owes the town the striping of this road as it was in the contract. Board members asked Johnny to investigate this. Glenn noted that some roads on the list are due to be shimmed and asked about the timing of these projects. Sel. Shepard asked that this be postponed to the next meeting.

Johnny reviewed the proposed purchase of the street broom. Sel. Waldron proposed that as a separate purchase the Board buy a hydraulic system for angling the broom, noting that this allows for more flexibility and greatly increases safety because as currently designed the system requires that employees stand within a pinch zone to angle the broom. **Crowley/Shepard** moved to purchase a street broom for \$4,850.00 with a hydraulic angling system for \$1,200.00 as proposed. **Motion passed.**

Johnny updated the Board on a recent issue with a person claiming to have purchased a lot in Arch cemetery decades ago for which no deed can be found. Sel. Shepard and Glenn Smith noted that this is a common occurrence and speculated that many deeds may have been lost during the town hall fire in the 1970's. Board members authorized reissuing of the deed. Johnny also reviewed the completion of repaving around the railroad

tracks on Sargent Street and Gibson Mill Road. Johnny and Sel. Waldron updated the Board on the status of hiring to fill the current Truck Driver/LEO vacancy; they will be comparing lists next week and determining which applicants to interview.

John Cilley asked that the Board look into a section of Fellows Hill Road that was not repaved last year but which he feels should have been. Dick Stevens said he thought this was in the contract but wasn't done due to budgetary constraints. Johnny was asked to get information on this.

Johnny distributed a first draft of a Rand Road project RFP. He also presented revised invoices from Ossipee Mountain Electronics for services previously provided. Board members reviewed the revised invoices and authorized payment. He also updated the Board on the status of collecting reimbursements owed by Empire Recycling. He was instructed to tell Empire to present a repayment plan before the next Selectmen's meeting or the Board would inform their customer that their permit to operate in Northfield may be pulled. Glenn was asked to develop a system for tracking unpaid invoices.

Johnny updated the Board on the Shaw Road project. He has met with a rep from DOT who recommended that the ledge be blasted instead of hammered. Board members were concerned out of worry that nearby foundations and wells might be impacted. After discussion the Selectmen instructed Johnny to have Ken Partridge pull the overburden off the ledge so as to better assess the ledge underneath.

3. Police Department

Chief Raffaely reported that the Department has received complaints about people parking on the sidewalk on Arch Street as well as parking in the street and impeding traffic due to how narrow the street is. He recommends that the Board designate a No Parking Zone on both sides of Arch Street. Glenn was asked to research the matter.

Board members authorized the use of the Town motorcycle in an upcoming Special Olympics torch run.

4. Administration

Board members discussed the letter recently received from DES concerning the collection of used oil at the transfer stations other than Northfield's with Rep. Webb. Sel. Crowley noted that the 5 gallon limit on what can be brought down severely limits the ability of farmers and others with a large number of privately owned vehicles from recycling. Rep. Webb said he would follow up on this.

Board members signed the Spring 2014 tax collection warrant. They also reviewed a request from Mr. Pieszchala that the town regulate perimeter protection for swimming pools and opted not to take action. Town Administrator Glenn Smith presented a request to draw upon the town letter of credit in the amount of \$150,000 to meet expenses through the end of May, which Board members signed.

Glenn and Sel. Waldron reviewed quotes received for replacement of air conditioning units and Town Hall and the Police Station from T&C Services, Armand Lemire Co. and Dutile Refrigeration. **Crowley/Shepard** moved to accept the proposal from T&C Services for replacement of the Town Hall and Police Station air conditioning units for a total cost of \$11,272.98. **Motion passed**

Glenn informed the Board that Mike Murphy was interested in serving as a Trustee of Trust Funds. Board members discussed his current service on the Planning Board. **Crowley/Waldron** moved to appoint Mike Murphy as a Trustee of Trust Funds. **Motion passed.**

Glenn presented proposed updated position descriptions developed as part of the 2014 wage and benefit study. He also reviewed a proposal for comparison towns to be used in the study. Board members reviewed the comparison criteria and asked that it be modified to lessen the spread and include the number of employees.

Board members reviewed the revised draft policy for contacting the Town Attorney and asked that it be modified to address the factor of Selectboard members contacting the attorney. Glenn said he would make these changes and present a new draft.

Glenn presented a proposed revision to the Employee Handbook Section 6.2 covering the designation of the portion of health insurance premium paid by employees. Board members revised the proposal to reference the 5.0% portion that is effective on July 1, 2014. **Crowley/Shepard** moved to approve the update to Employee Handbook Section 6.2 as amended. **Motion passed.**

Glenn reported that the new computers and server are due to be installed at the end of the month, informed the Board of the recent meeting with Schoolcare concerning the upcoming premium holiday and discussed the upcoming CIP hearing concerning town roads.

Board members reviewed a letter from the American Legion concerning a proposed raffle.

5. Non-Pubic Session RSA 91A-3 IIa

Shepard/Waldron moved to enter into non-public session under the provisions of RSA 91-A3IIa,e at 9:05pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Raffaely, Johnny Van Tassel and Glenn Smith **Shepard/Waldron** moved to reconvene the public session at 10:05pm. **Motion passed by unanimous roll call vote.**

Shepard/Crowley moved to seal the minutes of the non-public session under the provisions of RSA91-A:3 II because divulgence of the information likely would affect adversely the reputation of any person other than a member of the board itself. **Motion passed by unanimous vote.**

6. General Business

Board members reviewed general correspondence and payroll and accounts payable manifests. **Shepard/Crowley** moved to approve the minutes of the meeting of April 22, 2014. **Motion passed.**

7. Other Business

Sel. Waldron noted that he feels we need a mechanic at the Highway Department, it is clear to him after inspecting the equipment that the town needs to devote more resources to maintaining the equipment. Sel. Shepard agreed. He also expressed reservations that the Animal Control Officer does not handle cat calls and discussed the CDL requirements that town imposes for its truck drivers.

There being no other business the meeting was adjourned at 10:20pm

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON MAY 27, 2014