

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the Meeting of May 14, 2013

Present: Sel. Bluhm, Sel. Shepard, Sel. Waldron

Also Present: Bob Southworth, Acting Chief. Raffaelly, Glenn Smith

1. Public Appointments - None

2. Highway Department

Sel. Shepard asked that the matter of the complaint concerning the Bergeron driveway be deferred until Bob can obtain another quote for this work. Board members agreed.

Highway Superintendent Bob Southworth distributed revised specifications for the new truck. Board members reviewed the material. **Bluhm/Shepard** moved to accept the proposed specification and authorize Bob to solicit bids based on them. **Motion passed 2-1** with Sel. Waldron dissenting.

Town Administrator Glenn Smith reviewed the response from Catherine Ferreira concerning the proposal to resolve her driveway issue. Catherine had proposed that the town commit to not doing any work in the drainage system along Drake Drive that changes the culvert without her prior written consent. Sel. Shepard indicated that she was not comfortable with this restriction. Other Board members agreed and Glenn was asked to convey this to Mrs. Ferreira.

Bob reviewed the recommendation he developed with Acting Chief Raffaelly for road line painting, which Board members discussed. **Bluhm/Shepard** moved to accept the road line painting recommendation of Bob Southworth and John Raffaelly **Motion passed. 2-1** with Sel. Waldron dissenting, stating he believes that double yellow line painting is needed only in the village area.

Bob distributed recommendations for new stop signs based on the review he conducted with Acting Chief Raffaelly. Board members reviewed the recommendation. Glenn was asked to put this on the next agenda.

Bob reported that a drainage complaint has been filed by a resident at 22 Bay Street. He reported that there is a dip at the end of this driveway where it meets the road. Sel. Shepard agreed that it is a bad spot and the complaint is legitimate. Bob outlined a proposed solution that will cost about \$300. He also reported that the neighbor of 22 Bay Street has the same complaint. The Board agreed by consensus that Bob can move forward with resolving this issue.

Bob updated the Board on status of the Bay Hill Drainage project.

3. Police Department

Acting Chief Raffaely informed the Board that all in-cruiser video cameras have been installed. He also reported that he had met with the water company, which had agreed to cut the previous bill by \$172.00. John informed the Board that he would like to purchase a new still camera for use in evidence gathering, the item had been removed from the 2013 budget but he feels that the current unit is not acceptable and that the funds appropriated for a new typewriter are not needed and can be used for this purpose. **Waldron/Shepard** moved to authorize Acting Chief Raffaely to expend an amount not to exceed \$300.00 for the purchase of a digital camera. **Motion passed 3-0.**

John informed the Board that the new cruiser is ready to be picked up, the Board approved this. John will continue to research the cost of outfitting the cruiser. Sel. Waldron inquired as to whether we might be able to sell the old cruiser for more than \$500, which is what Irwin Motors would give us for trade in on the vehicle. John was asked to look into this.

4. Administration

Glenn Smith presented a summary of the bids received from electricity suppliers which Board members reviewed. **Waldron/Shepard** moved to accept the bid of ConEdison Solutions for a 20 month period and authorized the Town Administrator to sign the necessary agreement. **Motion passed.**

Glenn proposed hiring a professional auctioneer to help dispose of the 20 Caveney Drive property. He also noted that the statutory 90 day notices have been sent out and the auction is set for August 12th. Board members asked that he develop an RFP for this service.

Board members reviewed the current comp time policy. Acting Chief Raffaely presented a proposal that the accrual of comp time be capped at 40 hours per year. Selectmen expressed concern with the amount of comp time used by police officers and the effect this has on scheduling. **Waldron/Shepard** moved that the town discontinue the use of comp time as an alternative to overtime. Board members discussed the matter further, indicating that the intent is that the change would take effect on 5/19 and that employees would be able to use the comp time currently on the books. **Motion passed 3-0.**

Board members reviewed proposed changes to the sections of the Employee Handbook dealing with discipline and complaint resolution. **Bluhm/Shepard** moved to accept proposed changes section 10.2 as presented. **Motion passed 3-0.** **Bluhm/Shepard** moved to accept proposed changes section 10.4 as presented. **Motion passed 2-1**, Sel. Waldron dissenting. **Shepard/Bluhm** moved to accept the proposed changes section 10.3 as presented. **Motion passed 2-1**, Sel. Waldron dissenting. **Bluhm/Shepard** moved to accept proposed changes 10.5 as presented. **Motion passed 2-0-1**, Sel. Waldron abstaining. **Bluhm/Shepard** moved to accept changes section 10.6 as amended. **Motion passed 3-0.** **Bluhm/Shepard** moved to accept changes to Section XI as amended. **Motion passed 3-0.**

Glenn informed the Selectmen of the upcoming session on the proposed village zoning district. Board members discussed the proposed economic revitalization zones; Sel. Bluhm expressed interest in enlarging the Freudenberg/Exit 19 zone.

Board members discussed the invitation from the Town of Sanbornton to participate in a meet and greet session with Selectmen from Sanbornton, Tilton, Belmont and the TNFD Commissioners. It was noted that the invitation was developed in relation to a proposal to increase the level of fire services in east Tilton/Sanbornton. Board members opted not to attend the session but will keep a close eye on the conversation in case it affects Northfield taxpayers.

Sel. Waldron asked that the town employment application be revised to not require a social security number. Glenn said he would make this change.

Board members asked that TNLL be reminded that the ball field is town property and the town needs to be informed if they are making improvements to the property. Board members expressed approval for the ball field improvements recently made.

5. Non-Public Session

Bluhm/Shepard moved to enter into non-public session under the provisions of RSA 91-A3IIa at 8:50pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Bob Southworth and Glenn Smith. **Bluhm/Shepard** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Bluhm/Shepard** moved to reconvene the public session at 9:05pm. **Motion passed by unanimous roll call vote.**

6. General Business

Board members reviewed general correspondence and payroll & accounts payable manifests. **Waldron/Shepard** moved to approve the minutes of the meeting of May 7, 2013. **Motion passed.**

There being no other business the meeting was adjourned at 9:06pm

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON JUNE 4, 2013