

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the meeting of Tuesday, June 24, 2014

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

Also Present: Rep. Leigh Webb, Gretchen Wilder, Dick Stevens, Chief Raffaely, Johnny Van Tassel,
Glenn Smith

1. Public Appointments - None

2. Highway Department

Sel. Waldron reviewed data that summarized the cost of the amnesty day event and participation. He noted that only 487 residents participated in the event and believes that the event is not economical. Board members discussed participation in the event and its costs and benefits in detail. Sel. Shepard said that she believes the event is worth the cost and that citizens have repeatedly indicated that they want the town to continue sponsoring it. Sel. Waldron suggested that the town examine the quantities that people can bring to the event; other Board members agreed that this should be done. Johnny Van Tassel was asked to review the cost figures presented to ensure they were comprehensive and report back to the Board.

Highway Superintendent Johnny Van Tassel presented a written quote from Ken Partridge for the Shaw Road ledge removal work for \$35,000. He also reported that Paul Busby has given a verbal quote of \$21,000. Board members discussed the quotes and asked Johnny to obtain a written quote from Paul Busby.

Johnny reported on the opening of road striping bids. One bid had been received from Industrial Traffic Lines in the amount of \$7,073.40, which Board members reviewed. It was noted that the linear feet included in the bid was 2,605 less than requested in the bid documents. Glenn noted that adding this in at the cost per linear foot included in the bid would bring the total to \$7,255.75. Sel. Waldron noted that he was uncomfortable with accepting a bid that was not responsive to the bid requirements and which included striping of roads not in the village. **Shepard/Crowley** moved to accept the bid from Industrial Traffic Lines for road striping at a cost not to exceed \$7,255.75. **Motion passed 2-1.** Johnny was asked to follow up on the discrepancy in the number of linear feet to be done.

Johnny Van Tassel presented a summary of the Rand Road reconstruction bids which had been opened earlier in the day. Board members reviewed the data. Sel. Waldron expressed concern with re-paving this road as he felt it had drainage issues. He suggested that instead of re-paving Rand Road the town remove the existing paving, fix the drainage issues and repave it next year. Board members discussed this option. Sel. Crowley noted that he did not think it was fair to those who buy property on a paved road for the town to convert the road to an unpaved road. **Crowley/Shepard** moved to accept the proposal for improvements to Rand Road as submitted by Busby Construction for the 2.5"/1.5" option at a cost of \$126,285.00. **Motion passed 2-1.**

Board members reviewed a proposed agreement for the deposit of ditching material on private property. **Crowley/Shepard** moved to accept the proposed agreement and in doing so establish a policy for depositing ditching material on private property when there is a signed agreement to do so between the property owner and the town. Sel. Waldron instructed Johnny to ensure that it is the property owner who signs the form. **Motion passed 3-0.**

Johnny reported that as per DES microwave ovens must now be considered electronic equipment and not an appliance. As such he would like to amend the fee schedule to charge \$15 for accepting these items. Board

members approved by consensus. He also informed the Board that Busby may be willing to do the shim work planned for the town this summer at a reduced rate if they were going to be in town on other work. This might result in savings to the town and a better work product. He was asked to follow up with this option.

Sel. Crowley inquired as to the status of the complaint a citizen filed earlier concerning drainage issues at 22 Fellows Hill Road. A sinkhole had formed next to a driveway culvert and the citizen believed the town might be responsible. Johnny reported that he had visited the site and could not find a problem with the culvert or drainage ditch. Sel. Crowley also asked about water issues on Ledge Road and Zion Hill Road. A general discussion ensued about the drainage system serving upper Zion Hill Road, the level spreader on the Southwick property and the possible impact of this system on the Loranger property. Johnny outlined a cost effective solution to the Loranger issue. Sel. Waldron said that the ditches need to be removed from the Class VI portion of the road. After discussion Glenn was asked to coordinate a site visit.

Johnny reported that George Corliss has asked to purchase the old 1947 sweeper. **Waldron/Shepard** moved to declare the old sweeper surplus equipment and give it to George Corliss in recognition of the years of service Mr. Corliss has provided to the town. **Motion passed.**

Sel. Crowley asked for a schedule for the Cannon Bridge project. Glenn Smith reported on the recent meeting concerning this project and outlined the schedule for bid preparation, advertisement and opening. Board members scheduled a special meeting for 4:00pm on August 5th to review the Cannon Bridge project bids.

Sel. Waldron updated the Board on the status of recruitment for the Transfer Station Attendant/Laborer position.

3. Police Department

Board members reviewed the proposed comp time policy provided by Chief Raffaely. Discussion points included whether the policy would result in a reduction in overtime costs, provisions for rolling over accumulated time from one year to the next and whether vacation time must be used before comp time can be used. Sel. Waldron noted that he could be on board with a policy with a 20 hour per year maximum. Chief Raffaely was asked to revise the policy to clarify the roll over provisions.

Chief Raffaely outlined the donation from the Northfield Police Association of items needed to convert eight rifles owned by the Town. Sel. Waldron expressed concern that the NPA is continuing a pattern of soliciting donations for the town without Board approval, which is a violation of policy. Sel. Shepard said that she did not believe the NPA intended to subvert policy. Board members discussed the matter with Chief Raffaely. **Crowley/Shepard** moved to accept the donation from the Northfield Police Association of rifle conversion parts. **Motion passed 2-1.**

Chief Raffaely informed the Board of his plans to host a National Night Out event on August 5th and asked for their support, which was granted. He updated the board on recruitment efforts for the Police Office vacancy and progress on outfitting the new cruiser.

Johnny updated the board on the situation with Empire Recycling. Reports from Wheelabrator indicate that Empire may not be bringing commercial waste to that facility as required. Board members asked that Johnny contact Empire's Northfield customer concern this problem.

Sel. Waldron advised Chief Raffaely that we should move with the Nixel emergency notification system.

4. Administration

Board members reviewed the proposal for lighting the veteran's memorial at Cannon Bridge submitted by Commander Newton and a proposed agreement drafted by Town Administrator Glenn Smith. Board members signed the proposed agreement.

Board members signed the revised policy concerning content in the town newsletter. They also reviewed a proposed contract with George E. Sansoucy PE LLC and asked Glenn to seek modifications to the agreement.

Board members discussed the complaint of the Town Hall neighbor claiming that water flowing onto his property from the Town Hall parking lot results in damage to his driveway and lawn. Johnny was asked to look into options. Glenn updated the Board on the status of the Winnepesaukee River Trail. Discussion of two town positions was deferred. Board members gave NEDC volunteers permission to paint the fence in front of the new message board at Pines Park.

5. Non-Public Session

Shepard/Crowley moved to enter into non-public session under the provisions of RSA 91-A3II a,c at 9:10 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Raffaely and Glenn Smith **Waldron/Shepard** moved to reconvene the public session at 10:13pm. **Motion passed by unanimous roll call vote.**

Shepard/Crowley 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.**

6. General Business

Board members reviewed general correspondence and payroll and accounts payable manifests.

Shepard/Waldron moved to approve the minutes of the meeting of June 10, 2014 as amended. **Motion passed.**

Sel. Waldron noted that the minutes of the non-public meeting of June 10, 2014 contained a reference to the fact that Johnny Van Tassel was asked to prepare an analysis of having the town obtain fuel from the DOT shed on Rt. 140 instead of from the UST and that this is not a non-public matter.

There being no other business the meeting was adjourned at 10:15pm.

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON JULY 8, 2014