

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the meeting of Tuesday, July 11, 2017**

Present: Sel. Crowley, Sel. Southworth, Sel. Allen  
Also Present: Mark Murphy, Melissa Murphy, John Johnson, Tammy Johnson, Mary Lea, citizens seeking tax payment agreements, Chief Raffaelly, Andy Buteau, Glenn Smith

The meeting was called to order at 5:00pm

**1. Police Department**

The Chair recognized Mark and Melissa Murphy who reported on the problem of people parking in and on Knowles Pond Road in front of their home adjacent to the Pond. They reported that people regularly park in the travel lanes of the road, block their driveway and park on their lawn. They have seen many near misses as vehicles try to travel on the road while others are blocking the road. Sel. Southworth reported that he frequently sees congestion in this area and has also witnessed near misses. Sel. Crowley noted that the Chief has increased enforcement activities. Board members discussed using boulders to discourage people from parking so as to block the road. Sel. Crowley stated that he needed more data before making a decision on the matter.

The Chair recognized John and Tammy Johnson. John Johnson explained that they are seeking to build a home on a private road and are seeking Selectboard approval. Board members reviewed the proposal. **Crowley/Southworth** moved to approve the building permit application for parcel R15-2-15 pending execution and recording of a private road waiver agreement. **Motion passed.**

Chief Raffaelly presented his proposal to reinstate the Detective/Juvenile Officer position at a pay grade 11, noting that his intent is to hire from within. **Crowley/Southworth** moved to approve the reinstatement of the Detective/Juvenile Officer as proposed. Glenn noted that this would not be an additional position but a reclassification of an existing patrol position. Sel. Allen inquired as to when the position would be filled. Chief Raffaelly responded that it would be several weeks as he has to post the advertisement and coordinate the interview process. **Motion passed.**

Chief Raffaelly reported that the new cruiser is at OME and should be ready by Friday. He also reported that a citizen approached him seeking reimbursement for damage done to a truck by a rock kicked up by the town mower. Board members approved the reimbursement.

**2. Public Works Department**

Public Works Director Andy Buteau reported that there is a grounding problem with the Arch Park lights. Sel. Southworth noted that he had previously obtained quotes for repairing the decorative lights around the arch and found it cost prohibitive. Board members discussed the options and decided by consensus to hire an electrician to repair the grounding problem. Priority will be on making the floodlights operational while working on repairing the decorative lights around the arch.

Sel. Crowley reported that the kickoff meeting for the Zion Hill Road project has been completed. Work will start the week of July 17<sup>th</sup>; the contractor is anticipating a 4-6 week construction window. Sel. Southworth asked that TNFD be notified of the construction schedule.

Andy presented a quote from R&D Paving for Howard Avenue, Luneau Court, Cofran Avenue Extension and Zion Hill Road. The proposal calls for installing a base coat on all four roads this year and a top coat

next year. Board members discussed the options. Andy noted that R&D is offering a good price per ton but will only hold the price if the town accepts all four roads. **Crowley/Southworth** moved to accept quote of R&D Paving for Howard, Luneau, Cofran Ext. at a cost of \$49,911 to be split equally three ways with NSD and TNWD, \$6,000 in topcoat expenses in 2018 and the remainder in 2017 with funding to come from Road Reconstruction Fund. **Motion passed.** **Crowley/Southworth** moved to accept the quote of R&D Paving for Zion Hill Road at a total cost of \$188,369, only binder done this year at a cost of \$121,732 with funding to come from Road Reconstruction Fund. **Motion passed.**

Board members discussed the policy relating to the issuance of transfer station stickers to non-resident landlords. No decision was reached, Glenn was asked to place the item on a future agenda.

Chief Raffaely inquired as to who would be installing 'no camping' signs at Knowles Pond Conservation Area. Sel. Southworth responded that he should work with the Conservation Commission on this. Andy Buteau, Chief Raffaely and Sel. Southworth stated that they will attend the next Conservation Commission meeting to review this and the parking issue.

### **3. Administration**

Town Administrator Glenn Smith reviewed the changes to sections 4.2 and 4.3 of the Employee Handbook relating to overtime and call in pay that had been previously approved. Board members reviewed the changes. **Crowley/Southworth** moved to approve changes to Employee Handbook section 4.2 and 4.3 as proposed. **Motion passed.**

Board members reviewed proposed modifications to the proposed memorandum of understanding concerning the construction of the Northern Pass project. Sel. Allen noted that they will be required to obtain overweight permits from the state. Sel. Southworth reviewed state regulations pertaining to excess weight vehicles. Board members agreed by consensus that if the vehicles need to obtain excess weight permits they will need to coordinate with Andy Buteau concerning which town roads are used and possible bonding as per the highway ordinance. Mary Lee expressed concern about construction during winter months, the status of Sandogardy Pond Road and the ability of Fiddlers Choice Road to handle heavy traffic, noting the damage being done now by loggers. Andy responded that his crew is grading and repairing the road. Mary expressed concerns about the location of possible staging areas in relation to her driveway.

### **4. Non-public session**

**Crowley/Southworth** moved to enter into non-public session under the provisions of RSA 91-A3II c at 7:08pm. **Motion passed by unanimous roll call vote.** Also Present: Glenn Smith and citizens seeking to enter into tax payment agreements. **Crowley/Southworth** moved to reconvene the public session at 8:52 pm. **Motion passed by unanimous roll call vote.**

**Crowley/Allen** moved to seal the minutes of the non-public session just completed as divulgence of the minutes would adversely affect the reputation of a person not a member of the Board. **Motion passed by unanimous roll call vote.**

Board members approved obtaining a smart phone for use by the Code Enforcement Officer.

**Crowley/Southworth** moved to appoint Joyce Fulweiler as an alternate member of the Planning Board. **Motion passed.**

## **5. Administration**

Glenn informed the Board that the rear entrance stairs to town hall need to be replaced. Board members advised that Daniel Gelinias can be hired to do this work once his commitment as a seasonal laborer has ended.

Sel. Crowley reviewed his proposal for payment of outstanding sewer liens and efforts to retain the assistance of the Sewer Commissioners in encouraging development in the Rt. 140 corridor. **Crowley/Allen** moved to adopt a phased approach to purchasing the debt of the sewer district, purchasing 2012, 2013 and 2014 debt in 2017; 2015, 2016 and 2017 debt in 2018 and continual thereafter, contingent upon the Sewer District acceptance of the North Park and South Park systems. **Motion passed.**

**Crowley/Southworth** moved to authorize Will Lamprey to perambulate the Northfield/Canterbury town line. **Motion passed.**

## **6. General Business**

Board members reviewed accounts payable, payroll manifests and general correspondence. **Crowley/Allen** moved to accept the minutes of the meeting of June 20, 2017 as amended. **Motion passed.**

Sel. Crowley reported that the town of Tilton has agreed to assist with Old Home Day activities next year by contributing Public Works and Police staffing on the day of the event.

Sel. Allen agreed to find the name of the person maintaining flowers at the end of Shaker Road so the town may send them a note of appreciation.

Sel. Crowley reviewed updates to the Spaulding proposal presented at the recent Planning Board meeting.

There being no other business the meeting was adjourned at 9:30pm.

**APPROVED BY THE NORTHFIELD SELECTBOARD ON AUGUST 3, 2017**