

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the meeting of Tuesday, July 8, 2014

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

Also Present: Don Stevens, Dave Court, Bonnie Decoto, Ginny Timmons, Chief Raffaely, Johnny Van Tassel, Glenn Smith

The meeting was called to order at 6:30pm

1. Public Hearing

The Chair opened the public hearing on the proposed Parking Ordinance at 6:30pm. Ms. Decoto inquired as to enforcement, noting that the current no parking area on Elm Street is not strictly enforced. Board members discussed enforcement, towing and provisions for repeat offenders, which were incorporated into the ordinance.

There being no other comments the public hearing was closed at 6:59pm.

2. Public Appointments

The Chair recognized Rose Dokus who distributed letter outlining her concerns with the way citizens are informed of the elderly exemption deadline and abatement deadline. She stated that she would have applied for the elderly exemption had she known about it. Sel. Shepard noted that this information is on the back of the tax bills that are mailed to each taxpayer twice a year. Ms. Dokus responded that she never looks at the back of her tax bill but that if a notice had been prominently displayed in the Town Clerk's Office she would have seen it. Board members discussed whether providing notice on the back of tax bills is sufficient. Members discussed abatements and elderly discounts. Tax Collector Cindy Caveney reviewed the process for tax collection and abatement options and monthly payment options. The Board took the matter under advisement.

The Chair recognized Dave Court who outlined his proposal for repair of damage to the lights at the Memorial Arch. Board members discussed the matter and expressed concern with the cost. David was asked to return with a proposal. He also expressed concern that the town had not run a statement recently received promoting the program of the Network for Educational Opportunities in the town newsletter.

Ginny Timmons inquired as to the fake fire hydrant at the intersection of Fiske and Bay Hill Road. Sel. Shepard noted that this was installed by the landowner and was not a real hydrant. Ginny also congratulated the Old Home Day committee on a wonderful event and distributed photos of downtown Belmont, expressing an opinion that Northfield could do something similar.

3. Highway Department

Board members discussed the Loranger/Forrest Road Drainage issue with Highway Superintendent

Johnny Van Tassel. Discussion items included the capacity of the level spreader, channelizing of the water outflow, erosion at the Loranger cattle crossing and downstream sedimentation. Board members agreed by consensus to ask Ken Partridge to propose a solution. Sel. Crowley noted that Mr. Loranger maintains a barbed wire fence across the class VI road that he is reluctant to remove out of concern that someone using the road would strike the cross-road berm and sue the town. Board members agreed to reduce the size of the berm and ask Mr. Loranger to replace the barbed wire fence with a gate.

Board members reviewed the proposed RFP for repair of Cannon Bridge and expressed a desire that the hold back amount be increased to \$25,000 and the requirement for a performance bond be removed.

Johnny informed the Board that we need tires for the backhoe. The budget contains \$2,700 for this purchase but the cost may exceed this. Board members reviewed quotes provided and found that they did not include mounting tires or loading tires. Sel. Shepard asked Johnny to return with quotes that included these items. Johnny informed the Board that line striping will begin tomorrow.

Sel. Crowley asked for an update on the situation with Empire Recycling. Johnny reported that Empire has paid the past amounts due but has not paid the late fees assessed by the town. Johnny was asked if he contacted Freudenberg about this and replied that they have been in contact with the company but that the person managing waste removal is on vacation. Board members noted that this is a chronic problem and asked Glenn to draft a letter to Freudenberg letting them know that Empire Recycling has been in arrears several times and is at risk of losing their license.

Sel. Crowley asked for a status update on the Shaw Road project. Johnny replied that he had a written quote from Busby for \$21,000 but that he had left it in his office. Sel. Waldron said that he had seen the quote and the difference in pricing between Busby and Partridge is in gravel costs and stems from a difference in the depth of gravel between the two quotes. He expressed concern that no specifications were developed for the project and as a result the two quotes were not comparable. After discussion Johnny was asked to develop a scope of work for the project and deliver it to Ken Partridge and Busby.

Sel. Waldron asked about the status of the new truck, Johnny replied that will be built at the end of this month and delivered the last week of August.

4. Police Department

Chief Raffaely asked the Board to erect 'Closed and Dusk' signs at Arch Park and the Skate Park. Board members approved. He also informed the Board that he has received no applicants for the vacant police officer position, noting that many departments are advertising for certified officers at this time. Board members discussed the relative cost of hiring an uncertified officer as opposed to increasing salaries to the point that we can compete with departments seeking certified officers. Board members authorized the Chief to advertise for uncertified candidates.

Board members reviewed the revised proposed compensatory time policy and decided not to move forward with this at this time.

5. Administration

Town Administrator Glenn Smith asked for clarification on payment of the Lakes Region Fire Mutual Aid invoice for TNFD training, dispatching and emergency support services, which had been pulled from the AP manifest. He was instructed to pay this bill in semi-annual installments.

Glenn informed the Board that a citizen has asked for permission to plant a memorial tree at Arch Park. Board members approved the idea in concept and asked Glenn and Johnny to see if a suitable location can be found. He also noted that a citizen has asked to for a copy of the rules regarding the issuance of building permits referred to in Zoning Ordinance Article 2.2b.

Board members reviewed the proposed job description for Assistant Highway Superintendent and instructed Glenn to remove this position from the list of town positions. They also reviewed the description for Mechanic/Truck Driver and instructed Glenn to leave this position on the books. Sel. Waldron outlined his belief that Highway Department drivers who are required to have a CDL should also be required to obtain and maintain an O endorsement. Board members agreed that this requirement should be added to all such positions.

6. Non-Public Session RSA 91A-3 IIa

Shepard/Waldron moved to enter into non-public session under the provisions of RSA 91-A3II a,c at 9:45 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Raffaelly, Johnny Van Tassel and Glenn Smith **Shepard/Crowley** moved to reconvene the public session at 10:40pm. **Motion passed by unanimous roll call vote.**

Waldron/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.**

7. General Business

Board members reviewed general correspondence and payroll and accounts payable manifests. **Waldron/Crowley** moved to approve the minutes of the meeting of June 24, 2014. Motion passed. **Crowley/Waldron** moved to approve the minutes of the meeting of June 30, 2014. Motion passed.

8. Other Business

Sel. Waldron expressed appreciation to the members of the Old Home Day committee for the work they have done in organizing the event.

There being no other business the meeting was adjourned at 10:51pm.

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON JULY 22, 2014