

**NORTHFIELD BOARD OF SELECTMEN  
MINUTES OF THE MEETING OF AUGUST 9, 2011**

Present: Sel. Ziminsky, Sel Bluhm, Sel. Swancott

Also Present Tom Jordan, Stephen Heavener, Brian Brown, Glenn Brown, Maureen Bouchet, Paul Tierney, Ken Partridge, George Flanders, Tom Beaulieu, Christine Raffaely, Beverly Cullen, Chief Adams, Bob Southworth, Glenn Smith

The meeting was called to order at 6:30 pm.

**1. Public Appointments**

The Chair recognized Dick Maher who discussed the history of the Northfield Economic Development Corporation and reviewed several strategies for moving forward. Board members discussed economic development strategies and how the town could work with NEDC so as to position the town to move ahead. Stephen Heavener, Executive Director of the Capital Regional Development Corporation, reviewed how his organization assists local business and communities and how they could work with Northfield. Selectmen agreed that the town should work in partnership with CRDC and NEDC and asked that Glenn meet with Dick and Stephen, with a goal of delivering a progress report to the Board in October.

The Chair recognized Paul Tierney who reported that Northfield Sewer District has completed the View Street project. Their contractor has recommended a catch basin be installed at the spot where water accumulated along the road side. NSD is interested in knowing if the town would like to pay for this improvement and get it installed before the street is repaved. Bob Southworth said that he believes the catch basin is needed given the drainage in this area. Board members discussed the situation with Ken Partridge and others. Board members asked Bob to develop an estimated cost for installing this catch basin.

**2. Highway and Sanitation Department**

Bob reported that the paving dates have moved from 8/8 to 8/18 due to scheduling changes at the asphalt plant. He also reported that the department's time clock is no longer working. After discussion Board members agreed to try out a system in which workers fill out timecards instead of punching a time clock.

Bob reported that he was unable to deliver two 55 gallon drums of antifreeze and two 55 gallon drums of junk oil at the annual Household Hazardous Waste collection run by LRPC. He was told that they could not accept chemicals collected by municipalities from their residents. He is researching alternative ways of disposing of this material, including not participating in future HHW days and using these funds to provide for alternate disposal. Given that very few residents participate in the HHW days this may be more cost effective.

Bob reviewed the repairs planned for Zion Hill Road.

Bob requested that the weekly hours of the transfer station be reduced by one half hour to eliminate the need for weekly overtime. Board members concurred.

Sel. Swancott inquired as to why the transfer station operator's license of one of our employees was allowed to expire, resulting in a need to pay a late fee. Bob responded that the person could not attend the recertification course offered by the state as he was needed to keep the transfer station open. Board members agreed that in the future the transfer station should close on the day the course is offered so everyone can attend.

### **3. Police Department**

Chief Adams reviewed his gasoline usage for the year. If usage continues as it has recently this account will be \$6,000 over budget. He has told officers to conserve gasoline. Sel. Ziminsky asked for monthly reports on this.

Chief Adams reviewed departmental overtime and outfitting the new cruiser. He reported that the new vehicular camera arrived today and informed the Board that he wanted to make the Departmental motorcycle available for a charity ride in Bristol to benefit injured police officers and their families.

### **4. Town Administration**

Board members reviewed information received from Scott McGuffin and Dave Krause and agreed with the conclusion that evidence shows that the 1941 town meeting vote to discontinue the portion of Ledge Road currently marked as Class VI was valid under the laws in place at that time. This portion of road was discontinued; it is not a Class VI road.

Glenn updated the Board on the status of the sale of the property at 250 Concord Road. Given the inability of the intended purchaser to obtain a bond to guarantee cleanup of the property Board members decided not to move forward with this sale.

Board members reviewed the Intermunicipal Agreement and Special Counsel Agreement defining the terms under which Northfield would work in partnership with neighboring towns in negotiating a renewal of the Metrocast Franchise Agreement. **Swancott/Bluhm** moved to approve the *Intermunicipal Agreement for a Consortium of the Municipalities of Alton, Belmont, Franklin, Gilford, Gilmanton, Laconia, Meredith, New Durham, Northfield and Tilton* and the *Special Counsel Representation Agreement* with the firm of Donahue, Tucker and Ciandella as proposed, authorize Glenn Smith to sign the agreements on behalf of the town and appoint Glenn Smith as the town's representative to the Consortium's Joint Board. **Motion Passed.**

Glenn reported that we have heard from three individuals interested in appointment to the Budget Committee, Sally Robert, Dennis Allen and Keith Murray. After discussion Board members agreed by consensus to recommend the appointment of Keith Murray, given his previous experience on the school budget committee.

Board members reviewed the Town's call-in pay policy in light of a recent incident. Board members reviewed the pros and cons of the policy and discussed several alternate proposals, including rounding up to the nearest hour, establishing a call in pay stipend, or simply paying employees for the time worked. Glenn asked Board members if they agreed that the incident that generated this discussion did not constitute a violation of the existing policy, Board members concurred that this was true. Glenn was asked to bring a proposal to the next meeting.

Glenn reviewed his proposal for a consolidated budget preparation schedule for 2012. Board

members agreed to try the proposed schedule and instructed Glenn to check with George Corliss.

Board members discussed Selectmen's pay schedule and agreed by consensus that from now on Selectmen are to be paid quarterly so as to more closely monitor the system.

**Bluhm/Swancott** moved to enter into non-public session under the provisions of RSA 91-A3IIe at 8:24 pm. Present at the non-public session were Attorney Matt Serge, Glenn Smith and Bob Southworth. **Swancott/Bluhm** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Bluhm/Swancott** moved to reconvene the public session at 9:10 pm. **Motion passed by unanimous roll call vote.**

Board members reviewed general correspondence and payroll & accounts payable manifests. **Swancott /Bluhm** moved to approve the minutes of the meeting of July, 2011. **Motion passed.**

There being no other business the meeting was adjourned at 9:11 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON AUGUST 23, 2011