

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the meeting of September 22, 2015**

Present: Sel. Waldron, Sel. Crowley, Sel. Southworth  
Also Present: Chief Raffaely, Sgt. Hutchinson, Officer Seligman, Mike Lavelle, Mark Baranowski, Glenn Smith

The meeting was called to order at 6:00pm

**1. Police Department**

Mark Baranowski, representing TriTech Software Systems, Mike Lavelle of CCS, Sgt. Hutchinson, Sgt. McIntire and Officer Seligman gave a presentation to the Board proposing the purchase of TriTech's Perform CAD and Perform Mobile modules. Board members discussed the advantages of the system, its costs, hardware concerns and possible benefits to the town as a whole.

The meeting was recessed at 7:18pm  
The meeting was reconvened at 7:22pm

Chief Raffaely presented a quote from Howland Insulation for insulating the Police Station ceiling area. Board members reviewed the quote and concluded that the proposed solution is not the right approach for this building; the building needed insulation consistent with what was designed – insulated at ceiling height, not roof height. Also, Board members agreed that insulation in the garage ceiling area does not need to be fixed. Chief Raffaely will obtain a new quote for this work.

Sel. Waldron asked the Board to consider adding a sole source provision to the purchasing policy. Board members discussed the proposal, particularly as it relates to the purchase and outfitting of new cruisers, and decided not to move forward with this at this time.

Sel. Waldron inquired as to whether cruiser maintenance schedules were determined by mileage. Chief Raffaely confirmed that this was so. Board members agreed that from this point forward the maintenance schedule would be based on hours in service instead of mileage since cruisers are often idling for several hours at a time while officers are working.

**2. Other Business**

Sel. Crowley informed that Board that he has received complaints about the new transfer station hours and proposed that they be revised to allow for the station being open one day a week until 5pm. Board members agreed. They also agreed that a transfer station sticker would be required to use the free room.

Sel. Crowley provided the Board with a Highway Department update, including personnel matters, use of ditching material, training, tree limbing and crack sealing.

Board members signed a purchase requisition for grader shimming Peverley Road.

Sel. Crowley distributed sand quotes, which Board members reviewed and discussed. Board members

agreed to purchase sand from Pike for the 2015-2016 winter season at a cost of \$4.25/ton picked up with a \$3.10/ton delivery charge. It was agreed that town employees would haul sand if they would otherwise be idle but that Pike would deliver in other cases, and that Parent would be the back-up sand provider. Also, Sel. Crowley and Sel. Waldron indicated that the new town sander shed should resemble the state shed at exit 18. Sel. Southworth said he would visit this facility.

Town Administrator Glenn Smith reported that R&D Paving has repaired the Oak Hill Road/Fiddler's Choice Road intersection. Board members reviewed photos of the repair and tasked Sel. Crowley with inspecting the work.

Glenn informed the Board that a group of WRHS students have volunteered to repair fencing at the horse rink. He was asked to invite the students to the next meeting. He also informed the Board that Jacqueline Roy has volunteered to serve on the Zoning Board of Adjustment. Board members reviewed an email summarizing her qualifications. **Crowley/Southworth** moved to appoint Jacqueline Roy as a full member of the Zoning Board of Adjustment. **Motion passed.**

Selectmen reviewed and rejected an abatement appeal settlement offer from White Mountain Properties and Red Hot Rentals.

### **3. General Business**

Selectmen reviewed accounts payable, payroll manifests and general correspondence. **Waldron/Crowley** moved to accept the minutes of the meeting of September 15, 201. **Motion passed.**

There being no other business the meeting was adjourned at 8:50pm

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON OCTOBER 6, 2015