

**NORTHFIELD BOARD OF SELECTMEN
MINUTES OF THE MEETING OF SEPTEMBER 27, 2011**

Present: Sel Bluhm, Sel. Swancott

Also Present Alan Brown, Patty Brown, Nancy Brown, Sheilagh Bergeron, Peg Shepard, Burr Phillips, Beverly Cullen, Christine Raffaelly, Chief Adams, Bob Southworth, Glenn Smith

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

1. Public Appointments

The Chair recognized Sheilagh Bergeron who reported that she feels the deterioration of her driveway is the result of work done on Bay Hill Road and asked that the town assist in the repair of her driveway. Sel. Bluhm asked Bob to cost out the repairs.

2. Highway and Sanitation Department

Bob updated the Board on the status of the grader. His crew has isolated the problem to the hydraulic pump but can't complete further analysis without specialized equipment. He has called in a specialist, but this work hasn't been completed yet. In the worst case scenario we may need to purchase a new pump, which should cost about \$3,200. Board members discussed the situation and authorized bringing the technical specialist back to complete his analysis.

Bob reported that George Corliss has asked that ditching material taken from the ditches by his property be put on his property. Board members affirmed that town policy is not to allow the placement of ditching material on private property.

Board members reviewed charges at Transfer Station. Bob recommended that the town not charge citizens to drop off appliances that do not contain refrigerants. The town makes money from these items and he feels the drop-off charge is a disincentive for residents. Board members discussed the proposal. **Swancott/Bluhm** moved to apply the appliance drop-off charge only to those appliances containing refrigerants. **Motion passed.**

Sel. Swancott inquired as to how the cost of the major paving projects. Bob reported that these came in \$5,000 below budget.

3. Police Department

Chief Adams informed the Board that he is preparing a uniform order for the next week and updated the Board on recent activity.

4. Town Administration

Board members reviewed the revised proposed drainage easement within the Forrest Road ROW requested by AmeriGas. **Swancott/Bluhm** moved to approve the easement as presented. **Motion passed.**

Glenn presented the MS1 and MS5 forms for signature, discussed the upcoming Crop Walk and reviewed the logistics of the upcoming tax sale.

Board members authorized Glenn to obtain a scope and fee for engineering services for WRT Phase IIa from Quantum Construction Consulting now that approval has been given by NHDOT.

Board members reviewed the town's cash flow and the need for a tax anticipation note. **Swancott/Bluhm** moved to authorize borrowing \$300,000 through a Tax Anticipation Note from Franklin Savings Bank to cover expenses for the period of mid-October through mid-December 2011. **Motion passed.**

Board members reviewed the proposed Underground Storage Tank agreement developed by Northfield, WRSD, TNFD, Tilton and TNWD. Sel. Bluhm inquired as to the disposition of trust fund monies if the jurisdictions choose not to replace the tank, funding scenarios if any one jurisdiction chooses not to use the replacement tank and how percent of ownership is calculated.

Sel. Swancott distributed proposed changes to the holiday leave benefit for town employees. Board members discussed the changes and amended the proposal. **Swancott/Bluhm** moved to amend Section 6.1 of the employee handbook as per the amended proposal. **Motion passed.**

Glenn reviewed proposals received for conducting the 2011 update of the tax maps. Bids have been received from TF Bernier, Cartographic Associates and John E. O'Donnell and Associates. Board members reviewed the proposal and discussed cost and the control the Town would have over its tax map data under each proposal. **Swancott/Bluhm** moved to contract with Cartographic Associates for the 2011 updates of the town tax maps at a cost of \$995.00. **Motion passed.**

Swancott/Bluhm moved to enter into non-public session under the provisions of RSA 91-A3IIe at 8:00 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were Chief Adams, Glenn Smith. **Swancott/Bluhm** moved to reconvene the public session at 8:35 pm. **Motion passed by unanimous roll call vote.**

5. General Business

Board members reviewed general correspondence and payroll & accounts payable manifests. **Swancott/Bluhm** moved to approve the minutes of the meeting of September 20, 2011 as amended. **Motion passed.**

There being no other business the meeting was adjourned at 8:45 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON OCTOBER 11, 2011