

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the Meeting of September 5, 2017**

Present: Sel. Crowley, Sel. Southworth, Sel. Allen  
Also Present: Fran Bradley, Ed Merrill, Elizabeth Dragon, Judy Milner, Julie Petty, Dick Lewis, Marty Parichand, Ken Norton, Christina Beadle, Jason Kingsbury, Syd Barton, Jon Cilley, Gretchen Wilder, Bill Wilder, Scott Haskins, Chief Raffaelly, Glenn Smith, Andy Buteau

The meeting was called to order at 5:00pm

**1. Public Input**

Franklin City Manager Elizabeth Dragon reviewed the Mill City Park proposal as it relates to downtown Franklin. The project will be developed in three phases over 10 years, the Northfield section will not be addressed until the project is complete. Sel. Crowley inquired as to the amount of private funding for the project, Marty Parichand reviewed efforts to secure private funding. Sel. Crowley advised that we need to be cognizant that the put-in area in Northfield is small with limited parking and the two communities need to work together to make the proposal work. Members of the audience inquired as to water releases and the impact of the downtown Franklin dams on the project. Scott Haskins expressed concern about the impact of the project on Cross Mill Road, where traffic is already a problem.

Ken Norton asked if the town could send Mrs. Blais a letter informing her as to the status of developing the put in area adjacent to her property. Glenn was asked to draft the letter.

Fran Bradley reviewed the history and structure of Atlantic Broadband, a subsidiary of Cocheco, a Canadian firm. He discussed the ability of the firm to absorb Metrocast with the Selectmen and members of the audience. Discussion points included the economics of the cable industry, internet speeds, contract terms and planned enhancements.

**2. Police Department**

Chief Raffaelly reported that the town of Tilton is still developing an independent dispatch function; cost information is not yet available for this service. In addition, he will be making a decision on the detective recruitment later this week and will notify the Board when it is ready. Sel. Allen inquired as to when our dispatching services contract with Belknap County will expire and was told that it runs through December 31, 2017.

**3. Public Works Department**

Public Works Director Andy Buteau reported that he completed the walk through for the Zion Hill Road drainage project earlier in the day, there is about a day's worth of work on the punch list and then the project will be completed. Also, R&D paving will begin road resurfacing work tomorrow.

Andy reported that Ken Partridge has completed drainage work on Cofran Ext./Howard/Luneau. Work has been completed on the catch basins except that Andy will finish grading work on the catch basins when the road is resurfaced. R&D will start the resurfacing work when they have completed Zion Hill Road work.

Andy distributed quotes for a replacement plow for the existing F550, which board members reviewed. Board members discussed the pros and cons of a straight blade plow vs. a barrel plow. Andy recommended purchasing the barrel plow. Sel. Southworth also stated that the barrel plow was the best choice. **Crowley/Southworth** moved to purchase one OWRL one way plow from Fairfield at a cost of \$6,032.50 using SB38 funds. **Motion passed.**

Andy reported that he has contacted a electrician to develop a quote on repair of the Arch Park lights. Also, he reviewed a request from a citizen that a 'Children at Play' sign be erected on Bay Hill Road. The citizen was concerned about speeding now that the road has been repaired. Board members did not approve purchase of the sign.

Andy reported that the 10 wheeler needs a new oil pan at a cost of \$1,500 not including installation. Board members reviewed the condition of the 18 year old vehicle and its usefulness to the town and authorized Andy to fix the vehicle. Also, Andy reported that the roadside mower is in need of substantial repair and asked the Board how committed they were to roadside mowing. Board members also discussed sidewalk snow removal.

#### **4. Administration**

Sel. Crowley reviewed recent changes and problems with school bus routes, noting problems on Ayers Road and the recent merging of school bus stops. Residents complained that the merging of bus stops forces children to walk along the road to get to the bus and that this is a problem on arterial roads such as Fellows Hill Road and Hodgdon. The problem is exacerbated by insufficient shoulders and will be worse in the winter when children will have to walk in the roadway. Sel. Crowley informed people that the School Board is meeting on September 18<sup>th</sup> and advised that residents bring their concerns up at that time.

Sel. Crowley reviewed a Planning Board schedule for the implementation of Zone 5. Board members discussed the possible new zone and its impact on the town.

Town Administrator Glenn Smith presented a proposed 2018 budget schedule, which Board members reviewed.

Board members reviewed and accepted an offer by a citizen to do roadside cleanup on Shaker Road and Knowles Pond Road. Sel. Allen asked that the Board be informed when he starts work.

Sel. Southworth inquired as to whether the pot holes at the community center parking area have been filled and were told that they had.

Glenn reviewed the proposed changes to section 12.3 and 12.4 of the employee handbook, which Board members took under advisement. He also reviewed issues surrounding the ownership of the Brackett Lane property. Board members authorized him to work with Attorney McGuffin on this issue.

Glenn reviewed projected town finances for the next 4-6 weeks. **Crowley/Southworth** moved to authorize the withdrawal of \$121,345.48 from the Road Reconstruction fund to reimburse the General Fund for road project funds already expended in 2017. **Motion passed.** **Crowley/Southworth** moved to authorize the withdrawal of \$184,857.85 from the Sandogardy Pond Road Reconstruction Fund to reimburse the Town for expenses already incurred. **Motion passed.** Glenn also presented a summary of assessing services proposals recently received. Board members authorized him to begin discussions with the low bidders and prepare a recommendation. Sel. Crowley asked for information as to what is being spent now.

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

Glenn reviewed the proposal recently received for engineering services to assist the Planning Board in reviewing the proposal to reinstate site plan approval for the Cross Mill Village project. **Southworth/Allen** moved to authorize the Chair to sign the contract with HEB for Cross Mill Village engineering review services at a cost not to exceed \$10,000. **Motion passed.**

Glenn updated Board members in relation to a property recently acquired by tax deed.

## **5. General Business**

Board members reviewed accounts payable, payroll manifests and general correspondence. **Crowley/Allen** moved to approve the minutes of the meeting of August 22, 2017. **Motion passed.**

**Crowley/Allen** moved to approve the resolution authorizing the sale of Metrocast as modified in relation to Atlantic Broadband's responsibility to resolve issues/problems that exist as of the day of closing. **Motion passed.**

Sel. Southworth reported that he does not think the new room setup is conducive to public discussion, it is too congested and does not allow members of the audience to address each other during discussions. Sel. Crowley suggested that the Planning Board and ZBA be asked what they think of the arrangement.

There being no other business the meeting was adjourned at 7:49pm.

APPROVED BY THE NORTHFIELD SELECTBOARD ON SEPTEMBER 19, 2017