

NORTHFIELD BOARD OF SELECTMEN MEETING
Minutes of the Meeting of September 17, 2013

Present: Sel. Bluhm, Sel. Shepard, Sel. Waldron
Also Present: Sally Robert, Kathy Keyser, Mike Izard, Dan Callister, Wayne Crowley,
Cynthia Proulx, Bob Southworth, Acting Chief Raffaelly, Glenn Smith

The meeting was called to order at 6:30 pm

1. Public Appointments

The Chair recognized Town Administrator Glenn Smith who reviewed the travel plan developed by the Safe Routes to School committee along with committee members in attendance, Cynthia Proulx and Wayne Crowley and LRPC staff. Board members discussed the recommendations included in the travel plan and the advantages and disadvantages of the SRTS program and recommendations. **Bluhm/Shepard** moved to endorse the Safe Route To School travel plan as presented. **Motion passed** 2-1 Waldron dissenting. Glenn offered to schedule a walk through so Board members can review recommended improvements.

2. Highway Department

Highway Superintendent Bob Southworth reviewed salt bids. He has obtained 3 bids, the low bid was filed by Granite State Minerals and International Salt. Board members reviewed the recommendation. **Bluhm/Shepard** moved to accept the recommendation to purchase up to 850 tons of salt at a price of \$49.48/ton from Granite State Minerals & International Salt and authorized Bob to sign the agreements. **Motion passed.** Bob presented 3 winter sand bids. Board members reviewed the bids and the cost of delivered vs. non-delivered sand. The low bid was filed by Pike. **Bluhm/Shepard** moved to accept the bid of Pike Industries for winter sand at a cost of \$4.00/ton and authorize Bob to sign the agreement. **Motion Passed.**

Bob reviewed a drainage situation on Fellows Hill Road. After discussion the Board members authorized Bob to send the landowner a letter informing him that the work done to repair an existing driveway culvert was not up to town specs and that the culvert needs to be replaced.

Bob presented the Board with a detailed review of the Loranger drainage situation. Board members reviewed the information and discussed possible solutions. After discussion Board members instructed Bob to remove berms installed several years ago that divert water from the south side of the Class VI portion of Forrest Road to the north side of the road and into the stream that is causing the erosion problem. Board members agreed to monitor the situation and take additional steps if this action does not solve the problem.

Bob informed the Board that he has learned of an opportunity to purchase a replacement sweeper at a discount. Our sweeper is decades old and in need of replacement in the near future. A new unit can cost up to \$24,000. The unit under discussion was ordered by a town and not accepted, it is being offered to Northfield for \$17,000. Board members discussed the offer and decided that they since purchase of this capital asset is not authorized by the voters it would be inappropriate to move forward with this.

Kathy Keyser asked if the town had received any response from the state concerning a sinking catch basin at the corner of Holmes Ave. and Rt. 132. Bob replied that we had not and that he would make another call to the state.

Board members reviewed materials related to the call in pay policy and decided that holiday leave time can be counted as time worked for the purposes of calculating OT eligibility when employees are called-in.

3. Police Department

Acting Chief Raffaely presented the Board with a Homeland Security grant award for a new mobile radio, which Board members reviewed and approved. He also provided Board members with an operational update.

4. Administration

Selectman Peg Shepard recused herself from participation in the Old Home Day insurance discussion as a Selectman, stating that she would like to address the other Selectmen as Chair of the Old Home Day Committee. Peg reviewed that she has been researching the need for liability insurance for Old Home Day and has learned that the event can be added to the town's insurance policy at no cost provided the committee maintain a list of volunteers and requires outside groups to have their own insurance. Sel. Bluhm and Waldron discussed the matter and agreed by consensus to allow the Old Home Day event to be insured under the town's property and liability insurance policy.

Kathy Keyser inquired as to when the town would be hiring a new police chief. Sel. Bluhm replied that the Board would be working on the matter.

5. Non-public session *RSA 91A-3 II a,b*

Bluhm/Waldron moved to enter into non-public session under the provisions of RSA 91-A3IIb,c at 8:40pm. **Motion passed by unanimous roll call vote.** Present at the non-public session were John Raffaely, Bob Southworth, Glenn Smith. **Bluhm/Shepard** moved that the minutes of the non-public session be sealed. **Motion passed by unanimous roll call vote.** **Bluhm/Shepard** moved to reconvene the public session at 10:43pm. **Motion passed by unanimous roll call vote.**

Sel. Bluhm announced that the Board accepts with regret the resignation of Bob Southworth as Highway Superintendent effective 10/11/13 and that Bob would continue as Road Agent for the time being.

6. General Business

Board members reviewed accounts payable and payroll manifests and general correspondence. Shepard/Bluhm moved to approve the minutes of the meeting of September 3, 2013. Motion passed.

7. Adjournment

There being no other business the meeting was adjourned at 10:44 pm

APPROVED BY THE NORTHFIELD SELECTBOARD ON OCTOBER 1, 2013