

**NORTHFIELD BOARD OF SELECTMEN MEETING**  
**Minutes of the Meeting of Tuesday September 30, 2014**

Present: Sel. Shepard, Sel. Crowley, Sel. Waldron  
Also Present: Joyce Fulweiler, Katherine Dawson, John Scanlon, Pat Consentino (via speakerphone), Diane Cullen, Chief Raffaely, Johnny Van Tassel, Glenn Smith

The meeting was called to order at 6:30pm

**1. Highway Department**

Board members reviewed background information for the town commercial haulers license procedures. Highway Superintendent Johnny Van Tassel outlined the request of Zero Waste to collect trash from their two Northfield customers, take tonnage to a facility other than Wheelabrator, track tonnage collected and take an identical amount to Wheelabrator annually. Board members decided not to grant this request.

Johnny Van Tassel distributed winter sand bids, which Board members reviewed. Board members asked for estimates for the cost to the town of picking up the sand, which Johnny agreed to have for the next meeting.

Johnny presented information he had obtained on the cost of hiring contract snow plow drivers, including hourly costs and standby costs. Board members reviewed the data.

Sel. Shepard inquired as to the status of the new truck. Johnny replied that it was still at Fairfield being outfitted.

**2. Joint meeting with Tilton Selectmen**

Board members discussed the bid received for the Cannon Bridge repair project with the Tilton Selectmen in attendance. Both boards expressed concern with the fact that only one bid was received and decided to reject the one bid and rebid the project with a mid-November 2014 bid submission date; work to be completed by October 15, 2015.

Joyce Fulweiler presented certificates of appreciation for volunteers who worked on the gazebo repair project for signature. Sel. Waldron noted that the gazebo roof was rebuilt using cedar shingles instead of cedar shakes as had earlier been specified. Members of both boards discussed the substitution and reasons for it. Selectmen agreed that substitutions should not occur in the future without advance approval.

**3. Police Department**

Chief Raffaely distributed a quote for a Watchguard cruiser camera and explained that as this is a proprietary system competing quotes are unavailable. Board members reviewed the quote. Discussion points included warrantee and possible installation costs. **Waldron/Shepard** moved to accept the bid for purchase of a 4RE-200-GPS-ZSL cruiser camera as proposed at a cost of \$5,120.00. **Motion passed.**

Chief Raffaely reported that one of the Sergeants has requested permission to use the take-home cruiser to transport their child to school in the morning. Board members did not approve this request. He also reported that the new cruiser has been delivered and that work on background investigations on the possible new hires is continuing.

Sel. Waldron noted that the oil that is being used in the new cruisers is not correct. We have been using 5W30 instead of 5W20. He is concerned that this might invalidate the warrantee. Chief Raffaely said he would look into this.

#### **4. Administration**

Town Administrator Glenn Smith presented a list of computer equipment no longer in use and asked that the Board declare it surplus equipment and authorize its disposal. Board members agreed and instructed that the material be advertised on craigslist.

Board members reviewed the town drug and alcohol testing policy. Sel. Waldron stated that he would like to see administration of the policy moved from the Highway Department to the Town Administrator's Office as per the policy and he would like the policy changed such that it applies to all town employees instead of only those who are required to have a CDL. Board members instructed the Town Administrator to administer this policy. They discussed expanding the policy as proposed by Sel. Waldron. Discussion points included the extra cost and the need to conduct random tests of all employees. Glenn was asked to add this to the October 7<sup>th</sup> agenda.

Glenn distributed current staffing list and asked Board members for any changes that they might want incorporated into the 2015 budget. Board members asked that this be placed on the next agenda.

Glenn updated the Board on implementing SPOTS at the Police Department and the possibility of selling the 98 old wooden folding chairs stored in the basement. He also distributed a communication from the town computer consultant concerning the proposal to remove the password access to the guest account on the town hall wireless router. After reviewing the material Board members decided to retain password protection for this access.

#### **5. General Business**

**Shepard/Crowley** moved to enter into non-public session under the provisions of RSA 91-A3II c at 8:41 pm. **Motion passed by unanimous roll call vote.** Present at the non-public session was Glenn Smith. **Waldron/Shepard** moved to reconvene the public session at 9:10 pm. **Motion passed by unanimous roll call vote.**

**Crowley/Waldron** moved to seal the minutes of the non-public session as divulging the minutes would adversely affect the reputation of someone not a member of the Board. **Motion passed by unanimous roll call vote.**

Board members reviewed general correspondence and payroll and accounts payable manifests.

**Shepard/Crowley** moved to approve the minutes of the meeting of September 23, 2014. **Motion passed.**

There being no other business the meeting was adjourned at 9:12pm

APPROVED BY THE NORTHFIELD BOARD OF SELECTMEN ON OCTOBER 7, 2014