



Northwood Board of Selectmen Minutes of May 12, 2015

Chairman Timothy Jandebaur called the meeting to order at 6:04 p.m.

Selectman Jandebaur led the pledge of allegiance.

Roll Call

Selectman Timothy Jandebaur, Selectman Rick Wolf, Selectman Scott Bryer, Interim Town Administrator/Finance Administrator Sandy Garrett.

Citizen's Forum

There was no citizen's forum at this time.

Appointments

Maureen Mann

Ms. Mann mentioned the upcoming election and stated that she has been attending the board of selectmen and school board meetings of the towns involved with the election. She offered to answer any questions relative to her position and address any concerns at the state level.

Selectman Jandebaur stated that the town and school could use more funding for many items. Selectman Bryer expressed concern relative to revenue sharing from the state level down to the town level as well as the rooms and meals tax being reduced.

Ms. Mann replied that she too is concerned with the budget that was just passed by the house; however, she is optimistic that some of the cuts should be restored by the senate. She addressed funding specific to NH roads as well as social cuts. She further explained other cuts that are then downshifted to the towns. She stated that there have been many social cuts and the state will have to address those. She expressed concern with the efforts to cut revenues. She stated that the revenue projections do not call for these cuts and she would like to see the critical cuts restored and she believes that some will be restored to some extent. She added that cutting 42% from NHDOT is devastating to the state.

Selectman Jandebaur noted the cuts to school funding and the fact that the reduction must be augmented by taxation. He stated that it seems that the social services departments continue to receive funding while other departments are continuously reduced. Ms. Mann explained that the State of NH is an aging state. She noted the level of elderly in NH and their services cost. She noted there have been enormous cuts to many departments over the years. Selectman Jandebaur stated that the town is struggling for employees for specific departments. He added that he believes that there are some people who would prefer to stay at home and collect services rather than working. Ms. Mann stated that it is clear that there are abusive issues within the social services system. Selectman Bryer stated that when there are cuts at the state level; it is then a burden to the town. Selectman Jandebaur stated that this continues and it keeps coming down to the town level. Ms. Mann stated this is due to the state not meeting its fiscal responsibilities that



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are legally there's to meet. She added that the state has chosen to be run and funded by fees. Selectman Jandebaur stated that when he was a member of the planning board he had been looking into the silver tsunami for the Master Plan. He explained that the silver tsunami is coming to NH. He added that NH has the highest rates for electricity in New England and could be the second highest in the country. He stated that it seems that nothing is being done to keep the younger people in NH. He stated that we should be looking into some sort of a business tax or sales tax and some way to reduce the energy costs. Ms. Mann agreed and added that when the businesses are asked to come to NH they continue to reference the lack of transportation infrastructure and the serious problem with the roads and bridges. She stated that statistics seem to indicate that businesses are not leaving NH they area just not coming in at the rate as they had been.

Ms. Mann added that another issue is the lack of communication infrastructure in the northern areas of the state and along the Vermont border. Further discussion ensued regarding placing high speed internet onto the electric poles throughout the state and over to the Vermont border. She stated that the communication issue has been addressed and keeps getting voted down.

Ms. Mann mentioned the college tuition rates in NH. She explained that NH has the highest or second highest in state tuition for all of the states for local college students.

Selectman Bryer explained the process of the executive council. He stated that it is difficult for the governor without the support of a legislature and the executive council.

Ms. Mann stated that she too is concerned with the issues expressed. She explained that what she has done consistently when in office is to deal with constituent services. She stated that she tries to solve problems and offers to do that. She added that she is glad that these issues came up tonight and agreed with all but the fact that business is being driven out; NH is just not attracting business as it did. Selectman Jandebaur agreed and added that he feels that the younger generation is being driven out. Ms. Mann noted that a lot of that issue is because of the costs of college tuitions. Selectman Jandebaur noted the overall costs of all tuitions, not just for college.

Selectman Wolf asked for comments relative to the state's bond for the Balsams Hotel. Ms. Mann stated that she was surprised with the fact that this is happening. She stated that she does not believe that this is something that the state should be involved with.

Ms. Mann thanked that board for allowing her to attend the meeting.

6:25 p.m. Selectman Bryer made a motion, seconded by Selectman Wolf, to go into non-public session under RSA 91-A:3,IIIC.



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Roll Call Vote:

**Selectman Wolf – yes
Selectman Bryer – yes
Selectman Jandebour – yes
Motion carried; 3/0.**

7:10 p.m. Selectman Bryer made a motion, seconded by Selectman Wolf, to come out of non-public session.

Roll Call Vote:

**Selectman Bryer – yes
Selectman Wolf – yes
Selectman Jandebour – yes
Motion carried; 3/0.**

Selectman Bryer made a motion, seconded by Selectman Wolf, to seal the minutes of the non-public session. Motion carried; 3/0.

Selectman Bryer made a motion to nominate Nikolas Bassett for fire chief, seconded by Selectman Wolf. Motion carried; 3/0.

Selectman Jandebour welcomed and congratulated Chief Bassett. He stated that the selectmen support him and are available to help. Selectman Wolf stated that he feels there are many people that support him and believes that he will do very well as chief.

New Business

Evaluation

Selectman Bryer noted that Linda Smith works for various departments in the town and also for the police commission. He stated that her wage for the police commission is different than the other departments she works with. **Selectman Bryer made a motion, seconded by Selectman Wolf, to increase Ms. Smith to labor grade 10/step 13, \$21.03 per hour, for all town departments, to be effective for the next payroll.** Selectman Bryer stated that Ms. Smith has taken on some additional responsibilities and does a lot for the town. He added that he felt it would be fair to have the wages the same for all entities and is a fair request. Selectman Jandebour commented that he will support this motion as Ms. Smith is an asset to the town and has great knowledge of the town. Selectman Wolf added that he too agrees and Ms. Smith is deserving of the increase.

Motion carried; 3/0.

New Business

Mowing Bids

Ms. Garrett presented the board with two unopened mowing bids. All bids were opened by



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Selectman Bryer. The following bids were received:

- Lawn Guys ~ \$7,800
- Lawn Guys ~ offer discussed exchanging labor for town mowing equipment.

Selectman Bryer asked where the bids were advertised. Ms. Garrett replied that the specifications for the job were sent out to everyone that had done mowing for the town over the past six years. Selectman Bryer asked if the bid request was put in any papers. Ms. Garrett replied no and noted that it was not requested due to the timing. She added that it was also placed on the town's website.

A discussion was held regarding the specifications of the bids. Ms. Garrett explained that she used the town's existing spec sheet. Mr. Grosberg stated that the spec sheet has changed over the past few years and included the Bow Lake fields, town hall, Rte. 4 fields, Community Center, and both town libraries. He added that the police station, park and ride, area in front of the transfer station, and the beaches were not included. Selectman Wolf noted that the police station staff handles their area. Ms. Garrett noted that the transfer station is also addressed by their staff. Selectman Jandebour asked if the beaches and other areas could be included for \$7,800. Mr. Grosberg replied that he would have to increase the amount.

Selectman Jandebour stated that the mowing should go back out to bid. Ms. Garrett stated that she will repost the corrected specifications back on to the town's website.

Mr. Grosberg asked about the other option he submitted for the mower/labor. Selectman Bryer stated that he would prefer to have the project contracted out and there will be complaints if the mowing is not completed. He added that he would prefer to not swap town equipment/labor for a mowing contract for one year as the board may decide to pursue something different next year. Discussion ensued. Mr. Grosberg offered to look at the existing mower. Selectman Jandebour agreed with Mr. Grosberg and suggested he look at it and provide a bid; however, added that the mowing really needs to be addressed immediately. Selectman Bryer stated that there is really no extra time to rebid. He suggested that the board accept the bid received from The Lawn Guys for \$7,800 and have current staff cover the other areas.

Selectman Bryer made a motion, seconded by Selectman Wolf, to accept the bid of \$7,800 received from The Lawn Guys for mowing, and assign the mowing of the beaches and the park & ride to either the highway department staff or transfer station staff. Selectman Wolf asked about the sale of town equipment. Selectman Jandebour stated that the issue is not being addressed at this time and could be entertained at another time. Discussion ensued regarding when the mowing will begin. Mr. Grosberg stated that he would begin this week. He added that there are some items that need to be addressed with the town's recreation fields. Selectman Jandebour recommended that Mr. Grosberg speak with the recreation department.

Motion carried; 3/0.



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Unfinished Business

Town Hall SUV – Sale/Repair and Old Plow Truck Sale

A discussion was held regarding placing the SUV out for bid. Selectman Jandebaur stated that he believes that there is at least \$4,000 already into it for work, at a minimum. Further discussion was held regarding the bid process. Selectman Bryer suggested placing an ad in the Suncook Valley Sun, Forum, and NHMA. Selectman Bryer suggested using the Kelly Blue Book to determine a base value of the SUV.

A discussion was held regarding placing the plow truck out for bid. Selectman Jandebaur stated that the former road agent had indicated that the value was between \$6,000-\$8,000. He added that this sale would include the wing and the front plows. He suggested a minimum bid be determined and discussion ensued. The board agreed to post a minimum bid of \$6,500.

Ms. Garrett noted that the repeater radio system is still in the plow truck and will need to be removed. Further discussion was held regarding the overall condition of the SUV.

Selectman Bryer made a motion, seconded by Selectman Wolf, to place the 6 wheel plow truck and the SUV out to bid, minimum bid for the plow truck is \$6,500 and the SUV is \$1,200.

Selectman Jandebaur stated that a description of the SUV and plow truck should be obtained. The board agreed that the bids will close Monday, May 25, 2015 and the bids will be reviewed at the May 26 meeting.

Motion carried; 3/0.

New Business

Town Wide Yard Sale

Selectman Jandebaur asked if the board was interested in pursuing to offer a town wide yard sale weekend. He suggested \$300 be allocated for the advertisement and map. He explained that the maps are made showing the participants locations. He explained that there is typically a permit fee; however, for this town wide event the fees would be waived.

The board agreed to schedule the town wide yard sale for June 6th and 7th.

Acceptance of Minutes

April 28, 2015

Selectman Jandebaur made a motion, second by Selectman Wolf, to approve the April 28, 2015, minutes, as amended with edits that do not alter the content of the wording.

Motion passed; 3/0.



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Road Bonds

Selectman Jandebaur asked if there is a policy for bonding roads. Selectman Bryer replied that he believes that the roads are only posted during the winter months. Selectman Wolf added that there are some towns that do post for weight issues. Selectman Bryer requested that NHMA be contacted relative to bonding policies on roads.

Vehicle Policy

Selectman Jandebaur suggested postponing this policy discussion to the next meeting.

Approval of Manifest(s)

Payroll Manifest - #10

Selectman Bryer motioned to approve the payroll manifest P2015 #10, in the amount of \$51280.16, seconded by Selectman Wolf. Motion carried; 3/0.

Unfinished Business

Boundary Survey ~ Transfer Station Map 222; Lot 39

Selectman Jandebaur asked about the boundary survey as he thought that the survey had been approved by the board. Ms. Garrett stated that it was not finalized due to the fact that Selectman Wolf had requested additional bids be obtained. She added that nothing additional has been received, to date. She stated that she will check into the status of the bids.

Approval of Purchase Orders

Tyler Technologies - \$5,732.77 – Accounting Annual Software Support

Selectman Bryer motioned to approve the purchase order for Tyler Technologies, in the amount of \$5,732.77, for the annual accounting software support. Selectman Jandebaur seconded the motion. Motion carried; 3/0.

Process Assessing Forms and Applications

	ITEM	NAME	MAP/LOT
1.	NOTICE OF INTENT TO EXCAVATE APRIL 1, 2015 – MARCH 31, 2016 (Estimated Cubic Yards: 16,000) (Property taxes have been paid)	DAVID DOCKO 1090 FIRST NH TURNPIKE	217/35
	Selectman Bryer made a motion, seconded by Selectman Wolf, to approve the notice of intent to excavate for Map 217; Lot 35. Motion passed unanimously; 3/0.		
2.	ORIGINAL WARRANT GRAVEL TAX LEVY APRIL 1, 2014 – MARCH 31, 2015 (Amount: \$393.86)	DAVID DOCKO 1090 FIRST NH TURNPIKE	217/35



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Selectman Bryer made a motion, seconded by Selectman Wolf, to approve the gravel tax levy in the amount of \$393.86 for Map 217; Lot 35. Motion passed unanimously; 3/0.

3. ELDERLY EXEMPTION PATRICIA PHELPS 220/13:3
102 ALLEN FARM ROAD

(Assessor recommends approval.) (\$87,400 Exemption; \$2,089 Tax Reduction.
If approved, exemption will take effect starting tax year 2015.)

Selectman Bryer made a motion, seconded by Selectman Wolf, to approve the elderly exemption, in the amount of \$87,400 for Map 220; Lot 13, Sublot 3. Motion passed unanimously; 3/0.

4. ELDERLY EXEMPTION EVERETT J. BROWN 213/6
77 OLD PITTSFIELD ROAD

(Assessor recommends approval.) (\$125,000 Exemption; \$2,987 Tax Reduction.
If approved, exemption will take effect starting tax year 2015.)

Selectman Bryer made a motion, seconded by Selectman Wolf, to approve the elderly exemption, in the amount of \$125,000 for Map 213; Lot 6. Motion passed unanimously; 3/0.

5. ADMINISTRATIVE JONATHAN LAMOTH 123/47
ABATEMENT 34 ELM STREET

(Assessor recommends approval.) (April 1, 2014 the property was owned by the New Hampshire Housing Authority which is a tax exempt entity. Although the property transferred May 2014, prior to the first issue billing, the non-taxable status remains for the entire tax year.) (Abated Tax: \$2,445)

Selectman Bryer made a motion, seconded by Selectman Wolf, to approve the administrative abatement, in the amount of \$2,445 for Map 123; Lot 47. Motion passed unanimously; 3/0.

6. ELDERLY EXEMPTION JOSEPH & MARION KNOX 118/31
48 KNOX LANE

(Assessor recommends approval; however, because the income and assets owned by the applicants are very close to the town's established limits, the assessor also recommends that any exemption, if granted, be reviewed on an annual basis to insure compliance.) (\$162,500 Exemption. If approved, exemption will take effect starting tax year 2015.)

Selectman Bryer made a motion, seconded by Selectman Wolf, to approve the elderly exemption, in the amount of \$162,500 for Map 118; Lot 31, and revisit the item again next year. Motion passed unanimously; 3/0.

Miscellaneous Reports

Police DWI Grant

Ms. Garrett presented the board with a DWI grant from the state. She explained that the grant



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information must be signed in order for the grant to be approved and it is then sent to the town. **Selectman Bryer made a motion, seconded by Selectman Jandebaur, to authorize the chair to sign the grant for the board.** Selectman Wolf stated that he feels this targets certain groups of people and he hopes that this is not singling anyone out. Ms. Garrett noted that there are other grants offered to the town. **Motion passed; 2/1.** Selectman Wolf was opposed.

Appointments ~ ZBA

Selectman Bryer made a motion, seconded by Selectman Jandebaur, to appoint the following people as members of the ZBA:

- *Bruce Farr – Alternate with a term through March 2018*
- *Matt Fowler – Full member with a term through March 2018*
- *Roy Pender – Full member with a term through March 2018*

Motion passed unanimously; 3/0.

Use of Northwood Lake for Epsom Swim Lessons

Ms. Garrett presented the board with a letter from the recreation department, which was received from the Town of Epsom requesting to use the Northwood Lake Beach for swimming lessons.

Selectman Bryer made a motion, seconded by Selectman Jandebaur, to allow the Town of Epsom to use the Northwood Lake Beach for swim lessons from July 20, 2015 through July 31, 2015. Motion passed unanimously; 3/0.

Transfer Station Security System

Ms. Garrett presented the board with three bids for quotes for cameras at the transfer station. A discussion was held as the board reviewed the bids specifically relative to the monitoring. The board requested to meet with the police chief at the June 9 meeting.

Police Commission Vacancy

A letter was received from Board Administrator Linda Smith relative to the police commission vacancy. Selectman Jandebaur stated that the police commission met and reviewed the two letters of interest and made their decision.

Selectman Jandebaur stated that this vacancy was a result of the resignation of Rick Wolf as he was elected as a selectman. A discussion was held regarding the term of the appointed person. Selectman Bryer explained that the term is only effective until the next election. Selectman Jandebaur stated that he feels that the person who ran and received the next amount of votes should be the person chosen to fill the vacancy.

Selectman Jandebaur made a motion, second by Selectman Wolf, to appoint Ken Rick to the police commission. Selectman Bryer asked if the police commission interviewed the candidates. Selectman Jandebaur replied no. Selectman Bryer asked about the selectmen conducting interviews. Selectman Jandebaur replied that this issue has gone on for some time



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now. He wanted to give the police commissioners the opportunity to do interviews and they have not. He added that he is ready to make a decision. Selectman Wolf stated that the person that was interested at the time of elections should be the person appointed. He added that Mr. Rick received over 300 votes. Selectman Bryer asked who the other candidate was. Selectman Jandebaur replied that the other candidate was Jim Colburn and he wished he would have run for the position. He stated Mr. Rick also attended candidate's night, which he feels is important.

Motion passes unanimously; 3/0.

Ms. Garrett will notify both candidates of the board's decision.

Other Business

Disposal Old Computers

Ms. Garrett asked how the board would like to proceed with the disposal of the computers that are no longer used. A discussion was held regarding the content and the age of the computers. Mr. Garnett will remove and destroy the hard drives from the computers. The remainder of the computers will be disposed of.

Sherburne Hill Road Trees

A discussion was held regarding the trees along Sherburne Hill Road. Selectman Jandebaur stated that 97% of the trees are on the right side heading toward the Ridge, and need to be removed along with the roots. Selectman Bryer asked if the location of any of the trees are in the right of way. Selectman Jandebaur stated that he has marked the trees in the ditches and there were 99 trees. Ms. Garrett stated that she was informed by Board Administrator Linda Smith that Sherburne Hill Road is designated as a scenic road and there are strict regulations relative to the cutting of any trees.

A discussion was held regarding putting the work for this road out to bid now or waiting a few more weeks to determine the status of the road. Selectman Jandebaur noted that there are different rights of way for each road in town. He requested that this item be looked into and continued to the next meeting. Selectman Bryer suggested that Ms. Garrett confirm with Ms. Smith the status of the road and consult legal counsel regarding removing of trees within the town's right of way.

Selectmen's Comments

Selectman Wolf

Parking Along Bow Lake Road

Selectman Wolf expressed concern with the amount of parked vehicles along Bow Lake Road during practices. He stated that the road was dead locked due to cars parking on both sides of the road, which is a hazard. Selectman Jandebaur stated that he believes that the issue has been addressed.



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Selectman Jandebaur

Signs for Class VI Portion of Blakes Hill Road

Selectman Jandebaur stated that the signs along the Class VI portion of Blakes Hill Road have been stolen and need to be replaced. Ms. Garrett stated that the signs have been ordered from the prison. The board agreed to have the road agent order.

Selectman Bryer

Town Administrator Selection Committee

Selectman Bryer asked for an update relative to the selection committee for the new town administrator. Ms. Garrett explained that the committee has had a variety of applications, are planning to interview seven or eight candidates, and plan to have three or four interviews scheduled for the May 26 meeting.

Selectman Wolf asked when the board will be discussing the salary of the new administrator. Selectman Jandebaur explained that the board will interview the candidates and the negotiations for the salary will be addressed when the board has made a decision. Ms. Garrett offered to provide the board with a synopsis of the candidates.

Further discussion was held regarding the town administrator position being full time or part time. Selectman Wolf stated that he does not feel that it is necessary to have a full time town administrator. Selectman Jandebaur disagreed and noted that there are many items that are not being addressed. He stated that the town really needs to fill this position.

Transfer Station Attendant

A discussion was held regarding the one application received for the transfer station attendant. **Selectman Jandebaur made a motion to hire the candidate. No second was offered. The motion does not prevail.** Selectman Bryer stated that a background check should be done. Selectman Jandebaur suggested that Ms. Garrett interview the candidate. Selectman Bryer suggested that Mr. Preston interview the candidate along with Ms. Garrett and then provide recommendations to the board at the next meeting.

Town Hall Trees

Selectman Jandebaur stated that he and Ms. Garrett will be handling the removal of the trees. He added that he has received calls regarding who will be receiving the wood. Discussion ensued. Selectman Bryer suggested that the road agent be contacted for his input.

Unregistered Vehicle Limits

Selectman Jandebaur asked about maximum vehicle limits on property. Ms. Garrett explained that there is a state law as well as a town ordinance regarding how many unregistered vehicles can be on your property at one time. Selectman Wolf stated that the town does not have an ordinance for this matter. Selectman Jandebaur asked for further clarification.



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Selectman Wolf mentioned that there are some town owned properties that need to be addressed. He expressed concern relative to safety and the town should begin addressing these matters before the town starts going after other people for issues on their property. Selectman Jandebaur agreed and added that this matter is on the Ticker File and will be addressed in the future.

Further discussion ensued regarding a property located on Old Canterbury Road. Selectman Wolf noted that there appears to be some activity on the property. The board agreed to drive by the area and revisit this item in two weeks.

Special Election ~ May 19, 2015

Selectman Jandebaur stated that he will be able to be at the elections for most of the day.

Citizen's Forum

Lucy Edwards stated that she googled scenic roads and there is information on the town's scenic roads and byways in the state statutes. She noted that she recalls that scenic road matter for Sherburne Hill Road did come to the town for a vote.

Adjournment

Selectman Bryer motioned to adjourn at 9:04 p.m. Selectman Wolf seconded. Motion carried; 3/0.

Respectfully submitted,

Lisa Fellows-Weaver
Board Secretary