



## **Northwood Board of Selectmen Minutes of October 6, 2015**

Chairman Timothy Jandebaur called the meeting to order at 6:05 p.m.

The meeting opened with the pledge of allegiance.

### **Roll Call**

Selectman Timothy Jandebaur, Selectman Scott Bryer, Selectman Rick Wolf, Town Administrator Joseph Gunter, and Finance Administrator Sandy Garrett.

### **2016 Budget Review ~ Continued**

Selectman Jandebaur explained that the selectmen are reviewing budgets and tentatively approving department's budgets; however, may review the budgets again after all departments have met with the board and presented their budgets.

### ***42111 ~ Police Commission***

Police Chief Drolet was present along with Commissioners John Schlang and Richard Cummings.

Selectman Jandebaur reviewed figures of the commission's budget over the past few years. He stated that the 2014 budget was \$4,270 and 2015 was \$5,706. He stated that the proposed 2016 budget is \$5,921.

Commissioner Cummings explained that the proposed increase was due to the step increase for the administrator.

No changes were made to this budget.

### ***42112 Police Department***

Police Chief Drolet was present along with Commissioners John Schlang and Ken Rick.

Selectman Jandebaur stated that the police department's budget has increased \$21,539. He noted that the 2014 budget was \$762,000 and 2015 was \$817,000. Chief Drolet explained that the overall increase is relative to salaries, line 111. He noted that there were promotions given in the current year; however, nothing is scheduled for 2016. Ms. Garrett explained that the police department will receive their step increases on April 1, 2016; no COLA increases have been figured. Chief Drolet noted that his salary, line 110, may not be accurate as he is maxed out on the wage plan and would not be receiving any raises. Ms. Garrett stated that the difference is the 2014 actual, based on the 2015 adopted figure.

Selectman Jandebaur asked about the insurance buyout as it has decreased by \$2,000, line 211. Chief Drolet explained that one officer was taking the buyout option; however, that officer is no longer employed with the department. He stated that the replacement officer is using the insurance.



## **Northwood Board of Selectmen Minutes of October 6, 2015**

Selectman Jandebour asked about health and dental insurance. Ms. Garrett explained that overall the health and dental insurance decreased, line 210; however, a new officer is taking the insurance plan, which has increased this line. Selectman Jandebour asked how the costs for insurance were determined if the not to exceed number has not been provided. Ms. Garrett explained that the renewal contract was provided and signed by the board in July. She reviewed the costs for the various insurance plans offered. She stated that the liability is a not to exceed number provided in November.

Further discussion was held regarding the upcoming changes to the health/dental plans. Ms. Garrett stated that the board should be making a decision within the next few months. Selectman Jandebour suggested that the board discuss insurance plans November 10<sup>th</sup>.

Selectman Wolf noted that the telephone has increased, line 340. Chief Drolet stated that this line is for land lines. Ms. Garrett explained that the new phone system was only allocated for a half year in the budget; therefore, the new system was not in the budget for one full year and it is now reflected as a full year. She noted that the 2014 budgeted amount in this line was \$5,565 and at this time the amount spent is already \$4,199 with a few months left.

Selectman Wolf asked about the cell phones, line 343. Chief Drolet stated that there are no cell phones.

Selectman Jandebour asked about future plans for vehicles and officers. Chief Drolet stated that there will be two warrant articles proposed for 2016; a new full time officer and \$10,000 for equipment. He explained that there is currently a capital reserve fund already established for equipment with a balance of approximately \$1,100. He stated that there is a lot of old equipment and the cruiser equipment has been transferred at least twice now. He explained that equipment consists of light bars, radios, and siren controllers, tazers, etc. He stated that the light bars are about 10 years old and are not supported anymore. One light bar failed and the replacement was \$4,000. He noted that the tazers are also outdated and not covered by the warranty. He stated that he plans to begin a rotation of equipment before things begin to fail and have reserve parts. He noted that he has level funded the equipment lines in the budget.

Ms. Garrett stated that the current balance in the capital reserve fund as of August was \$1,602. She will provide current financials for the next meeting.

Discussion ensued regarding the current budget. Chief Drolet stated that he typically waits until the end of the year for purchasing items. He stated that he and the town administrator recently spoke about making purchases. He stated that he will begin to purchase some items very soon.

Selectman Bryer asked about the warrant article for a new position. Chief Drolet explained that one problem with the department is staying caught up on the cases. He explained that one person is the investigator as well as a patrol officer which is difficult as that adds more cases for that



## Northwood Board of Selectmen Minutes of October 6, 2015

officer. He stated that he would like to add another patrolman to alleviate the investigator from the patrol aspect allowing him to focus solely on the evidence and investigations. The warrant article proposed is for \$55,804, which includes benefits and salary, from April 1, 2016 to December 31, 2016. Selectman Jandebour asked how many full time officers are in the department at this time. Chief Drolet replied he has seven full-time officers on the road and then the school resource officer makes eight.

Selectman Wolf asked about the animal control officer position and noted that there will be some funds available in that line. Chief Drolet stated that the position has been filled. He agreed that there will be some money available in that department; however, the animal control officer is a separate department.

Selectman Wolf asked about line 691, vehicle purchases, and if this line covers the leased vehicles. Chief Drolet replied yes and stated that he believes that this is the third year payment of five years.

Selectman Jandebour asked if there will be enough money for equipment should the warrant article not pass. Chief Drolet replied yes and stated that he was able to replace much of the interior equipment and hopes to replace radios, light bars, etc. next year.

Selectman Jandebour asks if there has been any progress with the safety complex. He suggested a discussion be held to establish a plan. He added that he is not happy with the current conditions of the fire stations and the police station. He believes that the town should propose the complex again. Chief Drolet asked how to proceed under SB2. Discussion ensued as to obtaining an assessment as to what we have and where we stand.

Selectman Bryer asked about grants available. Chief Drolet explained the funding of positions through grants. He added that he is unsure as to what is available and will check into it.

No changes were made to this budget.

### ***44141 ~ Animal Control***

Police Chief Drolet was present along with Commissioners John Schlang and Ken Rick for this department.

Chief Drolet explained that the department has proposed a budget that is \$800 less.

Selectman Jandebour asked why the cell phone is \$180 less, line 343. Ms. Garrett replied that it is less due to the change in charges.



## Northwood Board of Selectmen Minutes of October 6, 2015

### **Public Comment**

Joseph McCaffrey asked if the police commissioners had any comments relative to their budgets.

Selectman Jandebour explained that the selectmen are reviewing budgets and tentatively approving department's budgets. He added that some changes may be made; however, the selectmen will review the budgets again after all departments have met with the board to see the final increases. At that point, the selectmen may change department's budgets. He added that as far as what has been presented so far, almost all of the increases are personnel related. He stated that the town approved the step increases, which were in the budget as well as the COLA increase, which was presented as a warrant article.

Mr. McCaffrey stated that the police department will be presenting a warrant article for a new officer at \$74,000, which will cost more in the future. He stated that he is not convinced that there is a need for an additional officer. He added that the department is also proposing a new cruiser. He mentioned that the town's officers spend a lot of their own time doing special detail coverages and they are using the town's equipment, gas, etc. to operate something that directly benefits their own paychecks. He added that this is very little work for them to do. He explained that there is wear and tear on these vehicles and noted the amount of fuel used as the cruisers sit and idle. He stated that he does not think that these resources are being used very well and noted that he believes that there are other areas that also have issues that still need to be addressed.

In addition, Mr. McCaffrey stated that Northwood is one of the few towns that has a police commission and he is surprised that the two commissioners present said nothing. He commented that the commissioners were only present to support the chief. He continued to state that there are arguments whether the town needs a police commission. He added that the commission was created a few decades ago on questionable circumstances and has continued. He stated that the vast majority of commissions are in larger towns, not small towns with Northwood's population. Mr. McCaffrey commented that the police commission is an elected body to represent the people not the police department. He stated that the town spends other people's money and the board needs to be fiduciary responsible of the taxpayer's money.

Selectman Jandebour noted that the police department's budget is an overall increase of 2%, which he feels is reasonable.

### ***41911 ~ Planning & Development***

Board Administrator Linda Smith was present along with Chairman Robert Strobel to further discuss the contracted planning services, line 330.

Selectman Jandebour stated that due to a promotion the contract is increasing \$5,040 for the same amount of hours. He explained that the planner is doing a marvelous job. He requested that the planning board (PB) and the economic development committee (EDC) go back and review their



## **Northwood Board of Selectmen Minutes of October 6, 2015**

budgets to see if there is anything that can be reduced to help keep the planner and not increase the budget.

Selectman Bryer stated that the planner has done a great job so far. He explained that his experience of working with the planner has been with the EDC and that committee has been very satisfied with the planner's work. He stated that he feels that it is money well spent. He asked if there have been any conversation with Strafford Regional Planning Commission (SRPC) regarding assurances that the current planner would not be re-assigned.

Ms. Smith explained that she has had conversations with Cynthia Copeland, director of SRPC, when the contract was originally written. She stated that the contract will need to be re-worked prior to December 31, 2015. She stated that the BOS signs the contract and suggested they add language to the contract noting that the contract is specific to staff, which would then allow the town to renegotiate with SRPC if something were to change. She explained that the town is charged by the billing structure of SRPC and should there be a change then the town could look into other options. She added that the current contract is up to 10 hours per week, which could be 25 hours in one week and no hours for the following two weeks. She explained that the planner's work fluctuates and he only works when there is work to be done.

In addition, Ms. Smith explained the projects that the planner is currently involved in. She stated that if a new person were to come in they would not be able to step right in to the position; there would be some adjustment time.

Selectman Jandebour stated that he believes that the current planner will progress and not be doing what he is doing in two years. Ms. Smith agreed and added that she does not feel that a decision should be based on that. Selectman Jandebour stated that if a new person were to take the planner position the town could plan ahead for that development and ease the transition. Mr. Strobel agreed; however, added that a year would be needed for the current planner to be able to complete his ongoing projects. He stated that for someone to come in and pick up the pieces would be extremely difficult.

Ms. Smith replied to Selectmen Jandebour's comment regarding other areas within the budget that may be considered to be reduced. She referred to the equipment line, 690, and explained that this line is for replacement of office equipment that may break. She suggested removing the \$450 in the line noting that if there is a problem and something needed to be replaced the board would be able to find the funds somewhere else in the budget. Selectman Jandebour replied that he is looking for departments to possibly give up half of their cushioned lines and mitigate some of the \$5,000 increase for the planning services.

Ms. Smith stated that overall the planning board budget is very difficult and there is very little leeway. She explained that most of the planning board's budget lines are revenue generating lines so there must be money in the lines in the anticipation that the board will have applications. She



## **Northwood Board of Selectmen Minutes of October 6, 2015**

provided examples of revenues received and stated that the funds cannot be spent unless there are funds in the line. She stated that the department cannot really reduce items such as postage, printing, etc. Selectman Jandebaur stated that he does not want the department to reduce their lines fully. He suggested reducing the equipment line in half or to \$200 and find other amounts in other departments. He believes that if the budget has \$100,000 increase, then the budget will not be approved and there will be a default budget. Ms. Smith agreed.

Ms. Smith referred to a spreadsheet previously provided showing the past 10 years of the planning board's budget. She stated that the planning board's adopted budget in 2006 was \$94,000 and the actual was just under \$36,000. She stated that over the past 10 years there has not been much change in the department's budget.

Selectman Jandebaur commented that the selectmen have done a marvelous job over the past in holding the budget line, almost to a fault. He stated that over the past four or five years the town's budget has increased minimally. He stated that there are some areas where he could argue that were held to tight but because of the school situation the selectmen had to do this. He noted that the tax rate has been reducing and it will go down again. He stated that he has the advantage at looking at both aspects as he is a selectman and a member of the school board. He stated that the school also returned \$100,000 back to the town. He added that he believes that the town needs to spend some money on certain items because the line has been held for so many years.

Selectman Bryer stated that they will tentatively approve the budget and when all discussions have been held with department's the entire budget will be reviewed. He stated that he does not want a default budget.

### ***41503 ~ Assessing Administration***

Selectman Jandebaur stated that the department is proposing an increase from \$45,000 to \$51,000 as the contracted services line has increased by \$6,500, line 330.

Selectman Bryer asked what year of the contract we are currently in. Ms. Garrett replied that the assessing contract was recently renewed.

No changes were made to this department at this time.

### ***41504 ~ Tax Collector/Town Clerk***

Mr. Gunter stated that this department was placed back on the agenda as there was a missing figure, which is now corrected. Ms. Garrett noted that the error was in line 225, Medi.

No further discussion was held and no changes were made.



## **Northwood Board of Selectmen Minutes of October 6, 2015**

### ***42211 ~ Fire Department***

Selectman Bryer recalled that the fuel lines were to be revised. Ms. Garrett replied that she has not changed any numbers. She stated that the information regarding gallons used has been provided to the board; however, she is not able to make changes to the budget, only departments and selectmen can change figures. She reviewed that costs per account, which are different as the figures are based on volume. She noted that there are still a few months to go for billing. Selectman Jandebaur stated that the figures should be amended in the lines.

Discussion ensued regarding the rates. Selectman Jandebaur suggested budgeting at \$2.50 per gallon, \$9,550 for line 636/Diesel. Ms. Garrett noted that the department is requesting \$15,500. Selectman Bryer suggested \$10,000. Selectman Jandebaur agreed and added that the entire budget be reviewed and relevant lines be amended accordingly.

Additional discussion was held regarding gasoline. Selectman Bryer suggested budgeting \$2 for gas throughout the budget.

Additional discussion was held regarding kerosene for the fire station. Ms. Garrett stated that typically Irving does not deliver #2 fuels to outside tanks. She explained that if the board decides to use diesel for heating fuel at the fire station the board will need to sign a waiver releasing Irving from all liability should there be any jelling in the tank, lines, or furnace. She added that the fire department staff will need to add the additive themselves. She stated that the cost for kerosene is \$4.39 per gallon now and the department has typically used 1,500 gallons; diesel is \$2.50 per gallon. She added that the town will always pay the rack price and they will not do a contract as the price fluctuates. Ms. Garrett explained the spreadsheet and how she budgets for fuel for the town. Selectman Bryer suggested budgeting \$4 for the kerosene as that should be sufficient if the town is paying the rack price, which is always cheaper. Selectman Jandebaur stated that we need to look into enclosing that tank.

Discussion ensued as to current heating fuels prices and options. The board discussed contacting the fire chief for more information about the existing furnace. Selectman Wolf noted that perhaps changing out the existing furnace at the station should be looked into.

### ***433111 ~ Highway Administration Health/Dental Hwy. Laborer***

Ms. Garrett noted that last week the board had a discussion regarding budgeting insurance plans for this department as currently there is a vacancy. She explained that the board agreed to change the figure in line 210 last week to the family plan in the amount of \$3,267.

### ***43121 ~ Paving & Reconstruction***

Mr. Gunter stated that he listed this department again because there has been additional discussions held regarding doing more construction next year. He stated that he did not add any roads; however, noted the bridge project on Bow Lake Road, which will need to be addressed



## **Northwood Board of Selectmen Minutes of October 6, 2015**

within the next three years as it is on the red list. He stated that he has spoken to NHDOT and this is something that will need to be addressed.

Mr. Gunter noted a savings from the Old Mountain Road project and explained that this will allow for additional work to be done on Lucas Pond Road and crack sealing on Old Mountain Road. He stated that this is a time sensitive matter due to the weather.

### ***43122 ~ Highway Cleaning & Maintenance***

A discussion was held regarding the proposed maintenance work as noted in contracted services, line 390. Mr. Gunter noted that the proposed work was noted in the 2012 Road Maintenance Plan.

Selectman Bryer asked if the only proposed work to be done is for Angela Drive. Mr. Gunter replied that this is the only road work proposed to be in the budget; however, he noted that there is a warrant article proposed for \$100,000 for the other end of Bow Lake Road. He further explained that the additional funds will be for finishing up the roads that were done this year and any other top coating that could be done. This will not include any bridge work. Selectman Bryer asked what is needed for bridge work. Mr. Gunter stated that the project is a reimbursement plan and the state will reimburse 80% to the town. Selectman Bryer stated that the actual funds needed to raise through taxation is \$51,000. Further discussion was held regarding the time frame to repair the bridge and costs involved. Selectman Jandebaur suggested that Mr. Gunter contact NHDOT and let them know that the town is interested in expediting the bridge repair. He suggested asking the town to spend \$255,000 and receive all but \$51,000 back and if the bids can be sent out for the project to be done next year. He also suggested a warrant article to be proposed to the town.

Further discussion was held regarding proposing a warrant article in the amount of \$100,000. The board agreed to wait for further feedback from Mr. Gutner regarding the Bow Lake Bridge.

### ***44151 ~ Community Support Agencies***

Mr. Gunter noted that this department was previously discussed; however, the board requested additional information relative to the Rockingham County Nutrition Program, line 844. He explained that a letter was received noting that there have been 65 clients from Northwood over the past two years. He stated that they have provided over 7,500 meals over the past two years to residents in Northwood. The request is for \$2,330 for 2016, an increase of \$1,006.

Selectman Jandebaur stated that this is an 85% increase. Selectman Bryer asked if this program is based on need. Selectman Jandebaur stated that he feels that it is a large increase. Selectman Bryer stated that he supports the increases and feels it is justifiable as it is for the residents and is based on their needs. Discussion ensued as to the cost per meal and the increase of clients. Selectman Jandebaur stated that this increase is a nominally. He noted that he would like to see increases be steady; this is an 85% increase for donations. He suggested that this item be left as requested; however, it will be reviewed again.



## **Northwood Board of Selectmen Minutes of October 6, 2015**

Ms. Garrett stated that she received a letter for Sexual Assault Support, line 850, and A Safe Place, line 851, noting that they have merged into one agency. She explained that the amount that they are requesting is equivalent to the request of both lines. She stated that she will combine the two lines in the budget and provide a note in the section.

### ***45201 ~ Parks & Recreation Parks & Recreation Training***

Selectman Jandebour asked if a recreation director has been hired and noted the department is proposing to be \$5,000 less in 2016. Mr. Gunter replied no as the background check has not come back.

Selectman Wolf asked about the hours of the beach coordinator position, line 123, and if adding these hours will make the director a full time position. Mr. Gunter replied no and added that there will be some flexibility based on the season.

Selectman Bryer asked what the time frame is to be classified as a full time position. Ms. Garrett replied that she believes that if an employee works more than 30 hours consecutively for three months than the town must offer medical insurance to that employee.

### ***45501 Libraries Contracted Services***

Mr. Gunter noted that this item was previously discussed; however, there was some discussion held relative to the lawn care, which was proposed for \$1,500. Selectman Bryer asked why the library is not able to utilize the town's contract for lawn services. Selectman Wolf stated that the request for the additional money was for seeding the lawn and other items; however, he added that he does not feel that an additional \$1,500 is necessary. Selectman Jandebour suggested removing the \$1,500. The board agreed.

### ***45831 Patriotic Purposes Memorial Day Donations***

Selectman Jandebour stated that he sent an email regarding having flags for Veteran's Day. He added that he hopes that having flags and a sign would be appreciated. Mr. Gunter stated that he is working on the request.

### ***45890 PD Wage Grant programs***

Ms. Garrett stated that there are two grants; DWI Grant and Speed Grant.

### ***46111 Conservation***

Mr. Gunter stated that he wanted to confirm that this department was level funded. The board agreed it had been level funded.



**Northwood Board of Selectmen  
Minutes of October 6, 2015**

***46510 Economic Development  
Printing Economic Development***

A discussion was held regarding the overall increase. Selectman Jandebour stated that the increase is for printing. Selectman Bryer noted that there is also an increase proposed for improvements to the website. Mr. Gunter stated that he did obtain other quotes for website construction and it was around \$6,500. Discussion ensued regarding building a website. Mr. Gutner noted that Mr. Kreider has experience building websites. He added that some portions may be contracted out. He stated that this would not be on the town's server.

Selectman Bryer stated that the EDC is trying to get business into town and this would aide in that process. Selectman Jandebour noted he is concerned that there will be additional costs in upcoming years and asked if the EDC has long term plans. Selectman Bryer explained that going forward there will be additional costs relative to maintenance.

Selectman Jandebour stated that there is a need for the town's website to be updated. Mr. Gunter stated that he had been doing some minor changes and updates.

**New Business**

***Acceptance of Minutes  
September 8, 2015***

**Selectman Jandebour made a motion, second by Selectman Bryer, to approve the September 8, 2015, as written. Motion passed; 3/0.**

***September 15, 2015***

**Selectman Jandebour made a motion, second by Selectman Bryer, to approve the September 15, 2015, as written. Motion passed; 3/0.**

***September 22, 2015***

**Selectman Bryer made a motion, second by Selectman Wolf, to approve the September 22, 2015, as written. Motion passed; 3/0.**

**Approval Vendor Manifest**

**Selectman Bryer motioned to approve manifest V-2015, #21, in the amount of \$201,076.75. Seconded by Selectman Jandebour. Motion carried; 3/0.**

**Approval of Purchase Orders**

***Granite State Miners ~ \$8,632.70***

Mr. Gunter presented the board with the purchase order for Granite State Miners to purchase salt, in the amount of \$8,632.70. **Selectman Bryer made a motion, second by Selectman Jandebour, to approve the purchase of the salt from Granite State Miners, in the amount of \$8,632.70. Motion passed; 3/0.** The purchase order was signed by the board.



## Northwood Board of Selectmen Minutes of October 6, 2015

### *William Wormell ~ \$4,200*

Mr. Gunter presented the board with the purchase order for Mr. Wormell for the survey of the boundary at the transfer station, in the amount of \$4,200. **Selectman Bryer made a motion, second by Selectman Jandebour. Motion passed; 3/0.** Mr. Gunter noted that a well is on the neighbors' property who was okay with that; however, he would prefer to have something in writing relative to that effect. The purchase order was signed by the board.

### *Arbor Care ~ \$7,250*

Mr. Gunter presented the board with the purchase order for Arbore Care for tree trimming, in the amount of \$7,250. **Selectman Bryer made a motion, second by Selectman Jandebour. Motion passed; 3/0.**

### **Miscellaneous Signatures/Approvals**

#### ***Raffle Permit ~ CBNA Class of 2016***

**Selectman Bryer made a motion, second by Selectman Wolf, to approve the raffle permit for the Class of 2016. Motion carried; 3/0.**

### ***Liened Properties***

Mr. Gunter presented the board with a list of properties that are proposed to be deeded. He added that the board had a prior discussion regarding waiving some of the properties noted on the list due to the fact that the amounts were under the cap of \$1,000. He explained that the town clerk/tax collector has recommended that if a property owner owns more than one parcel and the total of all of the properties equals \$1,000, then the town should lien all of them.

**Selectman Bryer made a motion, second by Selectman Wolf, to approve deeding the following properties.** After a brief discussion regarding the properties listed, the motion and second were rescinded.

**Selectman Jandebour made a motion, second by Selectman Wolf, to approve deeding the following 7 properties:**

- **Map 216; Lot 18**
- **Map 222; Lot 33, Sublot 18**
- **Map 216; Lot 44**
- **Map 230; Lot 82, Sublot 49**
- **Map 238, Lot 10**
- **Map 238; Lot 10, Sublot G**
- **Map 238, Lot 4**

Selectman Wolf stated that these properties are all disasters, which is why the owners are letting them go; many will cost the town to clean up. Selectman Bryer stated that historically the town would not take properties that were deteriorating. Discussion ensued as to other alternatives.



## Northwood Board of Selectmen Minutes of October 6, 2015

Selectman Wolf expressed concern with the town paying to clean up these properties with no guarantees of the return. Discussion ensued regarding the board visiting the properties.

**Selectman Jandebaur amended the motion, second by Selectman Bryer, to remove Map 216; Lot 18 and Map 222; Lot 33, Sublot 18, from the deed list at this time to further review the property. The amendment carried; 3/0.**

**Selectman Jandebaur made a motion, second by Selectman Wolf, to approve deeding the following properties:**

- **Map 216; Lot 44**
- **Map 230; Lot 82, Sublot 49**
- **Map 238, Lot 10**
- **Map 238; Lot 10, Sublot G**
- **Map 238, Lot 4**

**The motion passed unanimously; 3/0.**

### ***GMI Construction, Old Mountain Road ~ \$100,000***

Mr. Gunter presented the board with information from GMI Construction for crack sealing of Old Mountain Rd.

**Selectman Bryer made a motion, second by Selectman Wolf, to approve GMI to do the crack sealing for any cracks of substantial size on Old Mountain Road, in the amount of \$9,636.**

**The motion passed unanimously; 3/0.**

### ***Lions Club***

Mr. Gunter presented the board with a request from the Lions Club to use Northwood Lake Beach for the 2016 ice racing.

Selectman Bryer noted that there is a gate at the beach now. Selectman Jandebaur stated that there were no issues last year with the Lions Club using the beach access. **Selectman Bryer made a motion, second by Selectman Wolf, to approve the Lions Club to use the Northwood Lake Beach access for the ice races for December 2015 through March 2016, weather and ice conditions permitting. Motion passed; 3/0.**

### **Unfinished Business**

#### ***50 Olde Canterbury Road Clean Up Proposal***

Mr. Gunter stated that he checked into the town's liability for volunteers working on town properties. He explained that the town has \$10,000 coverage and it is for each volunteer, including minors. The Old Canterbury Road cleanup project will begin November 2. Selectman Jandebaur suggested having town equipment on site as well. The selectmen thanked the students and Head Master Smith and all involved for working on this project.



**Northwood Board of Selectmen  
Minutes of October 6, 2015**

***Transfer Station Security Cameras***

Mr. Gunter stated that the security cameras have been installed at the transfer station.

***Selectmen's Report***

***Selectman Wolf***

Selectman Wolf asked about the grading of the dirt roads. Selectman Jandebour replied the grading would be done within three weeks. He added that quotes for grading were received and Hodgdon was the least expensive. Discussion ensued regarding the leaves and if the work could be done sooner. Mr. Gunter will check into this.

Selectman Wolf asked about trees over hanging the sidewalks by the Irving and Shell stations. Mr. Gunter will have the highway department check into this.

Selectman Wolf stated that the driveway on Jenness Pond Road/Klaubert Drive will be completed tomorrow.

**Public Comment**

Mr. McCaffrey suggested that an ad be placed for website updates for the town and EDC as there may be other ideas, services, etc., available.

**Adjournment**

**Selectman Bryer motioned to adjourn at 9:00 p.m. Selectman Wolf seconded. Motion carried; 3/0.**

Respectfully submitted,

Lisa Fellows-Weaver  
Board Secretary