



Northwood Board of Selectmen Minutes of August 14, 2018

Chairman Hodgdon called the meeting to order at 6:00 p.m.

Roll Call

Chairman Donald Hodgdon, Selectman Beth Boudreau, Town Administrator Kathryn Lafond.

Chairman Hodgdon led the pledge of allegiance.

Citizen's Forum

Lucy Edwards, Resident & Forum news reporter read a statement into the record. See attached.

Ann Scholz, 133 Gulf Road informed the Select board that the Gulf Road improvement project in Deerfield will commence soon. Mrs. Scholz thanked the Select board for previously contributing funding for signage in the area. Mrs. Scholz indicated that the Pleasant Lake Preservation Association (PLPA) will be submitting a grant application to help fund the development of a Watershed Restoration Plan, the association would appreciate the town submitting a letter supporting the PLPA's efforts. Mrs. Scholz provided a draft letter of support and asked if Ms. Lafond could facilitate putting the letter on town letterhead and having a town representative sign the letter. The Selectmen had no objection to this.

David Coursin, Democratic candidate for District 1 State Representative seat introduced himself to the Board and indicated that he is here tonight to learn more about the needs of the town.

Jeff Twarog, R & D Paving indicated that his company had done the paving work on Jenness Pond Road and Sherburne Hill Road. There was an additional charge as a result of the cost of paving going up. He wondered if the town had any questions about this. Ms. Lafond noted that per the town's bid document the town is not obligated to pay more than \$1,000 in additional charges for each contract. The Selectmen can certainly authorize paying the full additional amount charged if they chose to. Chairman Hodgdon suggested that this matter be an agenda item for the next meeting.

Stephen Scholz – 133 Gulf Road informed the Select board that there is a lot of speeding on Gulf Road. He would like to see a speed bump, perhaps a temporary one for the summer months. Chairman Hodgdon indicated that matters relating to speeding on the road should be addressed to the Police Commission who could then make a recommendation to the Board of Selectmen. Mr. Scholz noted that at one time there was a Gulf Road Advisory Committee which disbanded but reinstated of a committee could be helpful, another way in for residents would also be ideal.

Public Hearing

None



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Appointments

John Barna – Gulf Road Rocks in R.O.W.

Mr. Barna stated that he bought the property at 17 Gulf Road three years ago. He has concerns about speeding and erosion. He presented pictures for the strip of land between the road and the shoreline. He indicated that the rockwall along the shoreline keeps falling down as a result of the cars pulling off the road. Mr. Barna gave a synopsis of neighborly disputes relating to moorings and docks he believes the town became embroiled in this with the complaint of the rocks placed on the roadside. Mr. Barna referenced a letter from Town Administrator Lafond asking that the rocks be removed, he indicated that he spoke with the Road Agent and NHDES and they were fine with the rocks. The rocks have been there for years. The Road Agent asked for them to be pushed back a little and they complied. Another complaint was received and another letter came from Ms. Lafond and the town went out and pushed the rocks back. Mr. Barna expressed his dissatisfaction with how the rocks were moved and noted that one in front of number 25 Gulf Road that was moved was a property marker. Chairman Hodgdon indicated that he drives Gulf Road frequently and the rocks in the right of way in front of #25 have been there for years, the ones in front of #17 were put there more recently. He understands that the road is narrow and that speed is a concern but the rocks in the right of way were an issue for safety reasons. Chairman Hodgdon also noted that the Selectmen are aware of the property marker for # 25. Mr. Viega of #25 indicated that he and the Road Agent have been in touch and the town will be having the property marker put back in place. Mr. Viega noted that after the first letter from Ms. Lafond he and she had spoken and he was informed that the rocks to be moved were in front of #17. He was not notified again about the rocks being moved. Ms. Lafond explained that initially, the rocks in front of #17 were the ones brought to her attention by the Road Agent. He was concerned that a plow may hit one in the winter months. After discussing the rocks with the Selectmen at a previous meeting it was determined that all the rocks in the right of way along that stretch of Gulf Road should be moved. Ms. Lafond indicated that she addressed a second letter and the one for Mr. Viega was returned. Mr. Viega indicated that he does not receive mail at #25 Gulf Road but the town should have two other addresses on file. Ms. Lafond indicated that she was unaware of that and it explains why the letter was returned. Mrs. Barna stated that when she and Ms. Lafond spoke that it was the police and fire department that had concerns. Ms. Lafond explained that the Road Agent was the one to initially bring up his concern about the rocks thereafter Ms. Lafond reached out the Police and Fire chiefs for their input and NHDES, from a safety standpoint any obstruction placed within the right of way presents a potential hazard.

The president of the association introduced himself and reiterated the concern with speed on Gulf Road. He also noted that there has been considerable runoff into the lake this year as a result of the rain. He would like the town to consider the lake in dealings with road issues. The association would like to work with the town on improvements in the area.



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Knox Turner reiterated that there are many issues in this area and he would like to bring up the elephant in the room which is that there is not second egress and he would like to see the town develop a plan to connect the Northwood residents in this area with their town. Mrs. Sandy Priolo noted that there was a petition warrant article to do so at one point and it did not pass. Mrs. Priolo added that where the rocks may not have previously been a safety concern on the road fire apparatus is much bigger now than it used to be which contributes to the challenges in the Gulf Road area.

Jim Vaillancourt – Trustee of the Trust Fund Request

Mr. Vaillancourt relayed that the Trustees of the Trust Funds want to be more professional and have a town laptop with QuickBooks and an email account for each trustee. A file cabinet that locks that could be kept at the town hall would also be helpful. Ms. Lafond indicated that if the Selectmen are in support she can have Finance Administrator Sandy Garrett look to see where in the budget a laptop, QuickBooks, and a file cabinet could be funded from. The Selectmen expressed their support and noted that if funds could not be found this year they would support it in the next years budget. Ms. Lafond indicated that she and Mrs. Garrett will be discussing with Mainstay the cost for email addresses and the impacts of this on the town's servers.

Mr. Vaillancourt explained that the 225th Anniversary trust fund is a non-expendable trust fund. The Trustees of the Trust Funds recommend placing a warrant article on the ballot to change the purpose of the fund to transfer the remaining money to the 250th Anniversary fund. Mr. Vaillancourt indicated that research will need to be done and asked if the Selectmen want the Trustees to do the legwork. The Selectmen agreed that the Trustees of the Trust Funds and Ms. Lafond should work together on this.

Unfinished Business Additional

Bryant Road Grading Complaint

Ms. Lafond asked if the Select board wanted to do anything to address the resident complaint regarding Bryant Road. Ms. Lafond stated that she drove the road and nothing the road seems comparatively smooth to many other dirt roads in town. She did not see Bryant Road prior to grading however so she can not provide a comparative before and after. Ms. Lafond noted that the Road Agent has indicated that he would like to add gravel and complete fall grading on this road if funds allow. Mr. Hodgdon noted that there is no way to prove or disprove whether the road was actually graded. The Road Agent has provided the date that the contracted company graded the road and the Road Laborer had indicated the date that he went down the road with the York rake. Ms. Lafond stated that the Road Laborer indicated to her that this was done to pull the material that the grader pushes to the road edge back onto the road. The Selectmen discussed ways in the future that they could have proof or record of before and after. Before and after pictures may be the way to accomplish this even if the pictures are just taken with the Road Agents cell phone.



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New Business

Acceptance of minutes – July 24, 2018.

Selectman Hodgdon made a motion to accept the minutes of July 24, 2018, as written, seconded by Selectman Boudreau. Motion carries; 2/0.

Process Assessing Forms and Applications

Selectman Hodgdon made a motion to approve Application for Reimbursement to Towns and Cities in which Federal & State Forest Land is Situated for Northwood Meadows State Park Map 222, Lot 42-46 and Woodman State Forest Map 228, Lot 4, seconded by Selectman Boudreau. Motion carries; 2/0.

Selectman Hodgdon made a motion to approve Land Use Change Tax for Map 219, Lot 23-2, seconded by Selectman Boudreau. Motion carries; 2/0.

Approval of Manifest(s)

Selectman Hodgdon made a motion to approve Manifest #P-2018-17 in the amount of \$56,817.80, seconded by Selectman Boudreau. Motion carries; 2/0.

Approval of Purchase Orders

Selectman Hodgdon made a motion to approve a purchase order for Manchester Paving in the amount of \$1,700.00 to cut and pave the trench area to run the electric to the new transfer station gate out of the Transfer Station Expendable Trust Fund, seconded by Selectman Boudreau. Motion carries; 2/0.

Selectman Hodgdon made a motion to approve a purchase order for Jenness Pond Lake Hosting in the amount of \$2,250.00 for the 2nd half of the annual appropriation out of the Aquatic Species Prevention Expendable Trust Fund, seconded by Selectman Boudreau. Motion carries; 2/0.

Selectman Hodgdon made a motion to approve a purchase order for Lamprey Health Care in the amount of \$4,500.00 for the 2018 appropriated budget amount, seconded by Selectman Boudreau. Motion carries; 2/0.

Miscellaneous Signatures/Approvals

The Selectmen received a letter of resignation from Firefighter/Paramedic Scott Severance effective 8/7/2018.



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Selectman Hodgdon made a motion to accept the resignation of Mr. Scott Severance from the Northwood Fire Department with regrets, seconded by Selectman Boudreau. Motion carries; 2/0.

Chairman Hodgdon indicated that this was too bad. Selectmen Boudreau expressed the Boards appreciation for Mr. Severance's 20 years on the department in various functions.

Selectman Hodgdon made a motion to approve an employee health and dental buy-out, seconded by Selectman Boudreau. Motion carries; 2/0.

Selectman Hodgdon made a motion to approve a Seasonal Camper Permit Application for 116 Allen Farm Road. Motion carries; 2/0.

Ms. Lafond noted that this is a tiny home which is currently for sale. The interim Building Inspector has reviewed it and signed off on the application

Selectman Hodgdon made a motion to approve the appointment of Delores Fritz as Deputy Town Clerk/Tax Collector. Motion carries; 2/0.

Ms. Lafond noted that Bear Paw Regional Greenways would like to use the Bennett Bridge Beach for the annual Bennett Island Swim event which starts from Bennet Bridge Beach around the island and back. The event is to be held August 25, 2018, at 9:00 a.m. This event raises money for the preservation of the island. Ms. Lafond informed the Board that they have received state approval for the event. Bear Paw is now also in contact with the Recreation Director, Police Department, and Fire Department.

Ms. Lafond informed the Board that the Fire Department would like to establish a youth program separate from the Explorers program. This program would be geared towards 6th to 8th graders. Their activities would be more limited than the explorers but the hopes are to help develop and interest in fire/ems and community services before they develop teenage preoccupations. Ms. Lafond indicated that there is no cost to the town for this and the fire department had met with the town's insurance company and there is no added liability to the town.

Town Administrators Report

Ms. Lafond updated the board that they have been provided with a budget schedule. Also, a hearing at NH Retirement is scheduled for the end of the month. This related to a former police department employee who believes that the town should have paid into NHRS for him when he was employed in the late 1980's. Ms. Lafond indicated that she has found a record that the entire police department was part-time during this time frame. This information will be submitted to NHRS. The town is in receipt of a petition to establish a village district for the purpose of road maintenance



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in the Lynn Grove, Fiore Rd area. She is coordinating the scheduling of a town meeting for voters in the proposed district to vote on the establishment of it. Tentatively the date is set for September 25th at 6:00 p.m.

The town held a workshop session with the various boards and committees. The topic of the workshop was communication. Primex who facilitated the workshop will provide a summary of the workshop and recommendations for moving forward. One suggestion that Ms. Lafond has was that the Selectmen use their individual reports to relay what the other boards/committees that they sit on are doing so the selectmen collectively are aware.

Ms. Lafond asked if the Selectmen wanted to have joint public hearings with the school board regarding the school resource officer. The Selectmen agreed to have the school board hold the hearings and the selectmen or representation would attend.

Ms. Lafond asked if there was a realtor that the town uses for the sale of town-owned properties. The Selectmen indicated no. Chairman Hodgdon would like someone not affiliated with the town. Ms. Lafond would look into the realtor's out of town.

Ms. Lafond informed the Board that the Library Trustees have asked the Road Agent if he could demo their walkway. This would save them some money. Ms. Lafond asked if they are ok with the Road Agent doing this work. The Selectmen were ok with it as long as the road items remain the priority and if he has time.

Ms. Lafond informed the Select board that the town had previously expressed interest in having Rockingham County Conservation District (RCCD) assess the town transfer station for potential free invasive plant management. Ms. Lafond stated that she met on site with a representative from RCCD and they reviewed the site. Due to limited funding and the time of year they cannot complete anything for Northwood however they will include the town for funding in 2019.

Individual Selectman's Report

Selectman Boudreau – Selectman Boudreau stated they had been invited to an event at the library this evening to celebrate kids who participated in summer reading challenge. Mrs. Boudreau congratulated the kids who participated. Mrs. Boudreau asked what happened to the bushes outside of the town hall. Ms. Lafond informed the Board that when Mr. Steve Bailey had the inmates in last they were cut.

Chairman Hodgdon – Nothing to report.

Citizen's Forum

David Coursin welcomed the Board to reach out to him if they have any questions for him.

John Boudreau, Fire Department member thanked the Select board for support their proposed program.

Non-Public Session RSA 91-A:3, II (b & c)



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Selectman Hodgdon made a motion to go into non-public under RSA 91-A:3, II (b & c), seconded by Selectman Boudreau at 7:46 pm.

Roll Call

Selectman Boudreau – Yes

Chairman Hodgdon - Yes

Motion carries; 2/0

Selectman Hodgdon made a motion to come out of non-public, seconded by Selectman Boudreau at 9:47 pm Motion carries; 2/0.

Roll Call

Selectman Boudreau – Yes

Chairman Hodgdon – Yes

Selectman Hodgdon made a motion to seal the minutes, seconded by Selectman Boudreau. Motion carries; 2/0.

Adjournment

Selectman Bryer made a motion to adjourn, seconded by Selectman Boudreau at 9:48 p.m. Motion carries 2/0.

Roll Call

Selectman Boudreau – Yes

Chairman Hodgdon – Yes

Respectfully Submitted

Kathryn Lafond
Town Administrator