



**Northwood Board of Selectmen
Minutes of August 23, 2016**

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

2 Chairman Bryer led the pledge of allegiance.

3

4 **Roll Call**

5 Selectman Rick Wolf, Selectman Donald Hodgdon, Chairman Scott Bryer and Town
6 Administrator, Joe Gunter.

7 **Absent**

8 None

9 **Public Hearing**

10 Randy Hurk would like to discuss price gouging at the transfer station. Mr. Hurk
11 stated he's lived in the town for 26 years. He never thought he'd been gouged before,
12 until he went to the dump this past Saturday. He was bringing an 11x15 carpet, and
13 the first calculation was \$300. He went back to get the carpet. He stated he was
14 dealing with a woman the first time, and then when he came back there was a young
15 man who said it would cost \$60. He stated he was shocked. Chairman Bryer asked
16 what the rate is for carpet disposal. Selectman Hodgdon stated that the rate is \$5 a
17 rug. Chairman Bryer asked if it's \$5 a rug or is it based on the size of the rug.
18 Selectman Hodgdon stated its \$5 a rug. Mr. Gunter asked if this was a carpet or a rug,
19 because carpet is considered a demo. Demo is \$4 a cubic foot. General discussion on
20 calculating a cubic foot and the height of the rug ensues. Chairman Hodgdon asked
21 who decides if it's a rug or a demo. Chairman Bryer stated that if it's a carpet with
22 pad, that is considered a demo. Chairman Bryer stated that he would like to see the
23 fee schedule, and the pricing policy. He stated that they should take Mr Hurks
24 complaint under advisement. Mr. Gunter stated that the recycling committee is in the
25 process of reviewing the pricing.

26

27 **Public Hearing**

28 **Sherburne Hill Road Repair – Discussion.**

29 Chairman Bryer read the public notice that was posted for the public hearing.

30 **“The Northwood Board of Selectmen will hold a public hearing at 6pm on August**
31 **23, 2016 at Northwood Town Hall for the purpose of discussing the condition of**
32 **Sherburne Hill Road.”**

33 *Chairman Bryer opened the public hearing.*

34 *Chairman Bryer closed the public hearing.*

35 **Appointments**



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 **Jen Dorr, Vachon-Clukay**

2
3 Jen Dorr was present from Vachon-Clukay the audit manager for the Town of
4 Northwood's audit. She presented a brief synopsis. Chairman Bryer asked what they
5 need to do to get rid of the adverse opinion. Ms. Dorr stated that they would need to
6 hire an actuary and get them to do some calculations to figure out when people are
7 going to retire or pass away. They come up with a dollar amount and that removes the
8 adverse opinion, and would put another unfunded liability on the town's governmental
9 activities. Chairman Bryer asked if they need to know the whole pension amount. Ms.
10 Dorr stated that this is other post-employment benefits so if you have retirees or
11 anyone that may be paying on your health insurance after they have left, there is this
12 rate change. Being a part of the New Hampshire retirement system they are being paid
13 benefits through them. Chairman Bryer stated to clarify that if the town can tell her
14 exactly what it costs for the town to be in the retirement system and how much they
15 estimate they are going to pay for pensions on those people, he's fairly certain that the
16 town doesn't pay anything extra to retirement they just pay the set rate. Ms. Dorr
17 stated that they wouldn't be able to determine a dollar amount. That's what an
18 actuary would do. Chairman Bryer asked if there was anything in the audit that
19 should be addressed. Ms. Dorr stated that they didn't find anything of concern.
20 Chairman Bryer asked if Ms. Dorr has any estimates for what an actuary would cost.
21 Ms. Dorr stated that in the past she's seen upwards of \$18,000, but that figure has
22 come down and she feels that they could hire an actuary for around \$1,500 now.
23 Chairman Bryer would like to look into having that done. Chairman Bryer asked if
24 they also have the Town Administrator and the Finance officer sign the audit. Ms. Dorr
25 stated it's usually the governing body. Ms. Dorr points out that the biggest change in
26 the financial statements this year is the net pension liability that got picked up that
27 represents the amount that's unfunded from the New Hampshire retirement system.
28 It's the shortfall that the state allocated to all of their members. Northwood's piece is
29 \$2,000,000. It's paid through contributions from all members. Chairman Bryer would
30 like Ms. Dorr to work with the Finance officer to get the actuary report done.
31

32 **Ms. Sharon DeLuca, Recreation Director**

33 Ms. Sharon DeLuca is present. She is the new Recreation Director. Ms. DeLuca
34 stated that she's had a great first week. She's learned about the town resources and
35 all of the areas that recreation is in charge of. Selectman Hodgdon asked when the
36 first recreation committee meeting is. Ms. DeLuca stated that there was a meet and
37 greet last Wednesday, and there is another meeting on September 7. Chairman Bryer
38 asked if she's looked at the budget. Ms. DeLuca stated that she has gone over it with
39 Mr. Gunter. She stated that it will stay the same, but there is a large item she would
40 like to discuss come budget season. She would like to have fireworks either on the 4th
41 of July, or for the Bean Hole Bash. Chairman Bryer asked what her plan was to fund
42 that. Ms. DeLuca stated that she would like to put it into the budget. Her estimate



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 would be \$12,000. Chairman Bryer would prefer fundraising or donations for that.
2 Ms. DeLuca stated that she has a few thoughts about the fall programs. She would
3 like to connect with the seniors, maybe starting exercise and nutrition programs.
4 She's already done a preliminary registration form for basketball. Chairman Bryer
5 extended the official welcome from the Board of Selectmen.
6

7 ***New Business***

8 ***Acceptance of minutes – August 9, 2016***

9 **Selectman Hodgdon made a motion to approve the minutes for the August 9,**
10 **2016 meeting as written, seconded by Selectman Wolf. Motion Carries; 3/0.**
11

12 ***Approval of Manifest(s)***

13 **Selectman Hodgdon made a motion to approve vendor manifest 17 for the**
14 **amount of \$45,517.51, seconded by Selectman Wolf. Motion carries; 3/0.**
15

16 ***Approval of Purchase orders***

17 Mr. Gunter provided the board with a purchase order from Lamprey Solid Waste for
18 the second installment of the yearly payment for furniture and demo. **Both lines are**
19 **exceeding budget amount.** Mr. Gunter stated that there is \$11,000 left for demo and
20 furniture, mileage and transport has \$15,000. So far this year \$14,000 has been spent
21 on demo. Like last year they have exceeded the budget amount. The town doubled the
22 budget last year, and they are on track to double it again this year. Chairman Bryer
23 would like a note put in that they need to increase the budget next year.
24

25 **Selectman Hodgdon made a motion to approve the purchase order from Lamprey**
26 **Solid Waste for \$24,000. Selectman Wolf seconded. Motion carries, 2/1.**

27 **Selectman Wolf – Yes**

28 **Selectman Hodgdon – No**

29 **Chairman Bryer – Yes**

30 Mr. Gunter provided the board with a purchase order for Hodgdon \$2,975, for spring
31 grading.
32

33 Mr. Gunter stated that the bill didn't get to the town or it got lost in the shuffle. The
34 vendor sent an email stating there was an outstanding bill, so they are just now
35 paying it. Chairman Bryer asked if there was a purchase order submitted before the



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 work was done. Mr. Gunter stated that it was a contract, yes. Chairman Bryer stated
2 that they need to get the purchase orders before the work is done.
3

4 **Selectman Hodgdon made a motion to approve the purchase order for**
5 **Hutchinson in the amount of \$2,975 for spring grading. Selectman Wolf**
6 **seconded. Motion carries, 3/0.**
7

8 Mr. Gunter provided the board with a purchase order for HER W in the amount of
9 \$2,060 for compactor plates and drains installation. **Selectman Hodgdon made a**
10 **motion to approve the purchase order for HER W in the amount of \$2,060**
11 **coming out of the transfer station expansion fund. Selectman Wolf seconded.**
12 **Motion carries; 3/0.**
13

14 Mr. Gunter provided the board with a purchase order for Fastenal in the amount of
15 \$50.15 for bolts, anchors, etc. for the installation of plates and drains. **Selectman**
16 **Hodgdon made a motion to approve the purchase order for Fastenal in the**
17 **amount of \$50.15 coming out of the transfer station expansion fund. Selectman**
18 **Wolf seconded. Motion carries; 3/0.**
19

20 **Miscellaneous Signatures/Approvals**

21 Mr. Gunter provided the board with a request for approval for the Town of Northwood
22 Treasurer to withdraw from the Northwood Recreational escrow in the amount of
23 \$514.80. She will be making the check payable to Collins Sports Center. **Selectman**
24 **Hodgdon made a motion to approve the request. Chairman Bryer seconded for**
25 **discussion.** Mr. Gunter stated that this is equipment for the soccer program. **Motion**
26 **Carries; 3/0.**
27

28 Mr. Gunter provided the board with two quotes for brush cutting and roadside
29 mowing. Sewell provided a quote of \$80 and hour. Fieldworks provided a quote for \$85
30 an hour. There are 4 streets that need to be cut. They are estimating about 80 hours
31 of work. Mr. Gunter stated that they came up with the 80 hours after sitting down
32 with the road agent and discussed how long it would take. Mr. Gunter would like the
33 board to approve a “not to exceed” number. **Chairman Bryer made a motion to**
34 **approve the brush cutting not to exceed \$6,400. Selectman Hodgdon seconded.**
35 **Motion carries; 3/0.**
36

37 Mr. Gunter provided the board with an oath of office for Michael Sorter to the



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 Recreational Commission on August 23, 2016. **Selectman Hodgdon made a motion**
2 **to sign the oath. Chairman Bryer seconded. Vote 3/0.** Selectman Wolf asked if
3 there needs to be a background check done for those appointments. Chairman Bryer
4 stated that a background check will be needed. **Chairman Bryer amended that vote**
5 **pending a background check.**
6

7 Mr. Gunter provided the board with a quote from Grompers, because the property
8 liability is up. Chairman Bryer asked what municipalities Grompers covers. Mr.
9 Gunter stated several and that he would like the board to sign the quote tonight
10 because the quote will expire. Chairman Bryer would like to wait and see what the
11 figures from Primex come back as before they sign it.
12

13 **Open plowing bids**

14 Mr. Gunter provided the board with the plow bids for the winter season. Bob
15 Calfmeyer bid \$95 an hour. He has a one ton dump truck with a plow and sander.
16 Docko bid \$70 for a one ton dump truck, \$75 an hour for a one ton dump truck with
17 plow and sander, \$90 for a single axle dump truck with plow, spreader, and sander,
18 and front end loader for \$75 an hour. Alexander Demaris bid \$65 and hour for a one
19 ton dump truck with plow and sander. Mr. Gunter stated that the Highway Advisory
20 committee is going to take a look at the prices.
21

22 Mr. Gunter stated that he looked at the Town of Lee's recycling center last week. He
23 learned a lot about how to recycle what is coming into Northwood's transfer station.
24 He found out that the town is losing a lot of money on the aluminum and copper that
25 is going with the ac units and refrigerators that go into the scrap metal. The town is
26 paying people to recover the Freon when the town could pump it out themselves and
27 sell it back to the market. Mr. Gunter would like to buy a Freon recovery system with
28 two tanks and the special piercing pliers. Selectman Hodgdon asked who will operate
29 the system, because someone would have to be certified to operate that kind of
30 system. Mr. Gunter stated that after talking to the transfer station manager at the
31 Town of Lee, he found out that there is training to operate that, but because it's the
32 waste stream management, there is no certification necessary. Selectman Hodgdon
33 asked what the savings and profit would be by using a system like this. Mr. Gunter
34 stated that the town is paying between \$9 and \$11 to pump the Freon out. With this
35 system the town could get anywhere between \$4.50 and \$8.50 per pound of Freon
36 instead of paying to get rid of it. Chairman Bryer asked who buys Freon. Mr. Gunter
37 stated that NRRA facilitates that. They find the buyers. Mr. Gunter stated that the unit
38 will not cost more than \$2000. The tanks would be stored at the Highway Garage. The
39 funds for this would come out of the recycling fund, which currently has \$78,000 left
40 in it. Chairman Bryer asked how many refrigerator units are taken in a year.



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 Selectman Hodgdon stated roughly 100, and he doesn't feel like they are losing money
2 because they charge \$15 per unit to dump, and that's more than what the town is
3 getting charged to have it taken away. Chairman Bryer asked what the recycling
4 committee thinks of this idea. Mr. Gunter stated that they would like to move forward
5 with anything they can use to save money. Mr. Gunter stated that the Lee transfer
6 station make \$90,000 a year with this system. Mr. Gunter stated that if this could
7 bring down the \$22,000 bill that keeps coming up every year, then that's his goal.
8 Chairman Bryer asked if Mr. Gunter could run the numbers and get a little more
9 detail. Selectman Wolf stated that before the town starts buying new equipment, they
10 need to sit down and figure out where they are going to put everything. Chairman
11 Bryer is willing to do a little more research, Selectman Hodgdon and Selectman Wolf
12 asked that efforts to improve recycling be stopped.
13

14 **MS-1**

15 Mr. Gunter stated that the MS-1 was included in the packets that were sent out to the
16 selectmen. He stated that this needs to be submitted to Department of Revenue
17 Administration (DRA) so they can set the town's tax rate.
18 **Selectman Hodgdon makes a motion to sign the MS-1 for 2016. Selectman Wolf**
19 **seconds. Motion carries; 3/0.**
20

21 **Fire Truck Bids**

22 Mr. Gunter presents the board with bids for the repairs for the firetruck that has a
23 lifter knock. The lowest bid was from Allen's Garage \$3,536 the High bid was
24 \$10,055. Cummins bid \$4,271. 62 and Eastern Fire Apparatus bid \$5,631.87. The
25 Fire Department has used Allen's Garage before and they feel that the service is good.
26 Mr. Gunter has a blank purchase order for the board to sign based on whatever bid
27 they choose. Selectman Wolf stated that this truck needs to be fixed ASAP. If the valve
28 breaks or the valve spring breaks it's going to hit the piston. They have been using this
29 truck on every call they go on. They know it's got a problem, why are they still running
30 it. He's worried that it may be worse than what they think it is once they pull it apart.
31 **Selectman Hodgdon made a motion to accept the quote from Allen's Garage for**
32 **\$3,536 for repairs to the firetruck. Selectman Wolf seconded. Motion Carries;**
33 **3/0.**
34

35 **Reports**

36 **Individual Selectman's Reports**

37 Selectman Wolf –Nothing to report

38 Selectman Hodgdon – Nothing to report

39



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 Chairman Bryer – Nothing to report

2 **Citizen's Forum**

3 Ken Colby, who lives on 36 Bryant Road, was present to comment on the Sherburne
4 Hill Road Repair. He stated that he has signatures to get the road removed from the
5 scenic view road. He's hoping by the end of the week he will have more signatures to
6 hand in. Chairman Bryer stated that there is a wake tonight for Sid Carlson, so that
7 there may be a lot of his neighbors who live on Sherburne Hill road attending that. He
8 stated that it may be a good idea to postpone the public comment on this issue until
9 the next meeting. Mr. Gunter stated that he will repost the notice in order to allow
10 anyone who may have missed tonight's meeting for the funeral.
11

12 **Non-Public Session RSA 91-A:3, II (a, b c, d,e)**

13 Chairman Bryer stated that there are job candidates in the audience. He informs them
14 that they have the option of conducting their interviews in public session or non-
15 public session. He asked if any of them would like to have their interviews in public.
16 They stated that they would like non-public interviews.

17 **Chairman Bryer made a motion to go into non-public under RSA 91A-:3, II**
18 **(A,C,D), seconded by Selectman Hodgdon at 7:12pm. Motion carries; 3/0.**
19

20 **Roll Call**

21 **Selectman Wolf – Yes**

22 **Selectman Hodgdon – Yes**

23 **Chairman Bryer – Yes**

24 **Motion carries; 3/0.**

25

26 **Selectman Hodgdon made a motion to come out of non-public, seconded by**
27 **Chairman Bryer at 8:45 pm. Motion carries; 3/0.**
28

29 **Roll Call**

30 **Selectman Wolf – Yes**

31 **Selectman Hodgdon – Yes**



**Northwood Board of Selectmen
Minutes of August 23, 2016**

1 **Chairman Bryer – Yes**

2 **Motion carries; 3/0.**

3 **Selectman Hodgdon made a motion to seal the minutes, seconded by Selectman**
4 **Wolf. Motion carries; 3/0.**

5

6 **Selectman Hodgdon made a motion to reimburse the ambulance fee for invoice**
7 **number 16-100819 in the amount of \$220, seconded by Selectman Wolf. Motion**
8 **carries; 3/0.**

9

10 **Adjournment**

11 **Selectman Hodgdon made a motion to adjourn, seconded by Selectman Wolf at**
12 **8:47 pm. Motion carries; 3/0.**

13

14 ***Respectfully Submitted,***

15 ***Susan Jastremski –Austin***
16 ***Land Use Secretary***

17

18