



**Northwood Board of Selectmen
Work Session
Minutes of October 19, 2016**

Chairman Bryer called the meeting to order at 6:00 P.M.

Roll Call

Selectman Rick Wolf, Selectman Donald Hodgdon, Chairman Scott Bryer, Town Administrator Joe Gunter

Chairman Bryer led the Pledge of Allegiance.

Public Hearing

None

Appointments

Pleasant Lake Preservation Association – Holly Martin, John Duffy

Mr. Duffy stated that he was president of the Pleasant Lake Preservation Association and he was here with Holly Martin who is head of their Lake Host Program. He also stated they filed a petition with the town last week for supplemental funding for their Lake Host Program. The purpose is for invasive species prevention. The Lake Host monitors their boat launch on Gulf Road to prevent and to look at the boats and trailers coming in to make sure there are not invasive aquatic species, milfoil, snails, etc.

Mr. Duffy stated they would like to provide a little background on this and answer any questions that the board has and solicit any support for this petition. Mr. Duffy stated that he understands the petition will be combined if accepted, with other prevention measures being taken by other lakes in Northwood. Mr. Duffy provided the board with an outline with their current coverage plan. He also stated the blue are the volunteer hours that the Pleasant Lake Association members and friends provide. Green is the current paid lake host. The current paid program is a combination of a DES grant of approximately \$2500; it depends from year to year on the number of boats they inspect and contributions from the association itself.

Mr. Duffy stated that what they are looking for is to expand the coverage; the red areas, and they will not cover 100% of it but will cover the critical points with additional funding from the towns of Deerfield and Northwood in the amount of \$2500 each. He also stated it comes to a reasonable amount for a couple of aspects. One in terms of the coverage it gives them at the lake and it also splits the cost equally among the PLPA, DES and the towns. The proposed total budget would be \$10,000 split between the four groups. Discussion continued. He also stated that they have no invasive species in the lake and they are trying to keep it that way. Mr. Duffy was explaining what is in the packets that he presented to the board.

Chairman Bryer asked how much of Pleasant Lake is in Northwood. Mr. Duffy stated roughly half, but he will get that information.



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Mr. Gunter asked if this is something that the board would support. Chairman Bryer stated the Town has been supporting this for a number of years. The cost for Northwood Lake started going up because they have a milfoil problem. They started approaching Epsom, Deerfield and those towns began contributing. He also stated the next thing is they have Jenness Pond and now they want money and his fear is every lake body in town is going to come in and ask for one of these and Northwood has 6 or 7 lakes in town. Chairman Bryer stated he respects the idea and feels it is a reasonable request.

Mr. Duffy stated he would like to point out that again they are looking at prevention and the cost is a fraction of the cost for maintaining the levels. They think it is a very cost effective way of approaching it and also they have been doing this for 14 years on their own. Discussion continued.

Ms. Martin stated that their concern was that Pawtuckaway just announced that they have milfoil, so they get people from Northwood and Pawtuckaway coming into Pleasant Lake so their concern is they have them on both sides now whereas before Pawtuckaway did not have any milfoil. Selectman Hodgdon stated that he supports the cause but his concern is if they start asking for too much money people might vote it down. Discussion continued. Selectman Wolf stated that it is something the board should look at and come to a conclusion. Chairman Bryer stated they would consider it.

Business

Transfer Station Supervisor discussion

Discussion was held after the budget review.

ZBA appointment

To be discussed at the October 25, 2016 meeting.

Budget Review Continues

Parks and Recreation – Page 20. Ms. Deluca stated that they have a minimal amount on some increases on the budget. She stated the salaries for the beach attendants was not used, there was some left over due to the programing not being there. Their intention is to have that for next year. They will start advertising early to get instructors in for the program. She would like to keep the amount for salaries the same.

Ms. Deluca stated there was a combination on the sanitation. She believes there were two locations for the porta potties that the health inspector actually had and now they have merged them under Parks & Recreation. Selectman Wolf stated one at the boat ramp, Northwood Lake and Chairman Bryer stated Lucas Pond and one at Mary Waldron Beach. Ms. Garrett stated the one at Mary Waldron Beach has always been Recreation's. Ms. Garrett stated they want one person to just



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control the pickups, the deliveries, the cleaning, etc. Ms. Deluca stated she has reached out to them for next year and already took care of it for the end of the year.

Ms. Deluca stated for postage, they did have an increase; they are looking for more outreach. They have a couple of different forms, they have updated the website. They also have capability of doing a large e-mail through the people who do sign up through their programming for online registration so they are going to use that tool, obviously the paper and they also may want to do some mailings and that is why that line was increased.

Chairman Bryer stated that line 820, Parks & Recreation Training, recreation would like to pay for the certifications for the lifeguards. Ms. Deluca stated yes. She also stated she does not have class schedules yet because the American Red Cross and Swim New Hampshire are getting their calendars together. She spoke with them and it is \$435.00 for Water Safety Instructor. Chairman Bryer asked if she would like to pay for the lifeguard class. Ms. Deluca stated she does and that is why there would be an increase in this. Chairman Bryer asked how many lifeguards were being paid for. Ms. Deluca stated a few; she is hoping that they will have some returning lifeguards. Chairman Bryer asked if they had a refresher course that they take at the beginning of the season. Ms. Deluca stated she did not know. Chairman Bryer asked if there is a new lifeguard, then recreation will pay for the class. Ms. Deluca stated that would be \$435.00. Chairman Bryer stated if they have a returning lifeguard then they have a certification. Chairman Bryer asked Ms. Deluca to get the actual cost for when they go to the budget committee and how many that will be expected to be paid for to go for the course. Ms. Deluca will get the board the figures. Ms. Garrett stated she remembers from past history paying the bills for recertifications. Depending on where they were done, they were \$100.00 to recertify a lifeguard. Discussion continued.

Building/Code Enforcement – Page 12. Mr. Sylvia stated he is representing both building department and health department. Mr. Sylvia stated the only increase that he has asked for in either department is the \$1500.00 for the Avitar which last year's board approved. They entered into a contract last year so this is just the maintenance fee that they have already agreed upon and we have to pay. This is the only increase he is asking for by contracts. Chairman Bryer asked Mr. Sylvia if he is asking for \$2500.00 which is the exact cost. Mr. Sylvia stated no, they have \$1000.00 in that account already for other types of things. He also stated he increased it by \$1500.00 for the Avitar. Discussion continued on the software.

Selectman Hodgdon asked about the salary for the assistant and wanted to know if they were going to look to fill that position. Mr. Sylvia stated that was the board's choice not to fill that position and would like to again ask the board to reconsider. Mr. Sylvia presented the board with his list of inspections since April. He also stated that currently he has 40 new homes being built in Northwood, just new homes in 2016. He also stated that 13 of these are permits from last year but the work was not done, so it carried over. Mr. Sylvia stated that they have 27 new houses going up



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this year and out of those, 8 of them are on Pender Road and he knows of 3 others coming in. Chairman Bryer asked Mr. Sylvia if he could put a spread sheet together. Chairman Bryer asked what the increase was this year. Mr. Sylvia stated they will have over 20 new houses going up this year that they did not have last year. He also stated this was just new homes; it does not include remodeling, the electrical, the generators, and the solar which are becoming very popular this year. Chairman Bryer asked how much revenue was brought in. Mr. Sylvia stated that he believes right now it is \$23,000.00. Ms. Garrett will pull the revenue sheet for the board. Mr. Sylvia also stated they are at 251 permits right now, these were issued this year. Chairman Bryer asked if they were to fill that position are they going to be able to recoup that cost through the revenues. Mr. Sylvia stated no not a 100%. Discussion continued.

Health Department – Page 17. Mr. Sylvia stated that Health Department is just standard. He also stated that what they started doing this year is also testing the water for the fire department at the Narrows which they never did before, but when the new well was put in they are doing water testing for them and it is very minimal. Mr. Sylvia stated that this is done quarterly so it would probably be a maximum of \$300.00 increase which is already in the budget. Discussion continued on water testing.

Fire Department – Page 10. Chief Bassett stated that the largest increase and decrease is Salary, because they lost a couple members that had been working for the department for a long time. The increase would be for 2 family plans on the insurance. Chief Bassett stated that vehicle maintenance as of now, they are already over \$3,000.00 from what they predicted. Chairman Bryer asked when he was going to order the suits this year, the uniforms for the fire department \$4500.00. He also asked if this was turnout gear. Chief Bassett stated no, he stated the turnout gear is \$12,000.00. Chief Bassett stated they have bought two and half sets more or less. Chairman Bryer asked what line number is turnout gear. Chief Bassett stated line 681. Chairman Bryer asked for \$12,000.00 how much turn out gear can he get. Chief Bassett stated approximately 4 sets. Chief Bassett stated that they would probably be having 2 new full time firemen so what is left in that account will hopefully cover that for this year.

Chairman Bryer asked about the uniforms which are the Chiefs uniform, the Deputy Chief. Chief Bassett stated that the full timers have a set which is \$450.00 and then the other uniforms are for the whole department. Tee shirts, sweatshirts, they do not provide pants. He also stated that this year they did receive a couple of EMS jackets. Chairman Bryer stated that he was at the Budget Committee meeting last night and did receive some feedback. He also stated that the situation with the fire truck is getting out of hand. Chief Bassett stated yes. Chairman Bryer asked what our recourse was. Chief Bassett stated unfortunately they are in a tough spot. The truck has been ordered; they made the first two payments. Selectman Wolf stated they do not seem to care. Chief Bassett stated they were working hard and they called over the week-end. Selectman Wolf had some concerns of things being put on facebook regarding the fire truck. He also stated that the



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people are paying for the fire truck and they need to know the truth. Chairman Bryer stated that people are very frustrated. Chief Bassett stated that they picked a reputable company; they have used them in the past and have never had any problems. Chairman Bryer stated that it is very unlikely they will ever buy another truck from them. He also stated they are putting the town in a bad place. Chief Bassett stated that they had 4 quotes. Chairman Bryer stated that he realizes it is custom, but it has been 2 years. Discussion continued on the truck. Chairman Bryer stated the Budget Committee would like a breakdown of how many part-timers there are and the part-timers that are paid an hourly rate, also, a breakdown of employees on the point system and a breakdown of regular part-timers. He also stated there was a request that the committee would like a revenue report of how much is being billed for ambulance and how much is being collected. Discussion continued.

Chief Bassett stated that someone submitted for a part-time position. Also, they have several deputy wardens that can write fire permits; typically they try to have someone on duty who can write fire permits for people. Chief Bassett stated that he would like to recommend Jesse Mainheit. He works Sundays plus he is a special deputy warden for the state already. It does not make any sense that he cannot write any permits. **Selectman Hodgdon made a motion to approve Jesse Mainheit to Deputy Warden, seconded by Selectman Wolf. Motion carries; 3/0.**

Chief Bassett stated the only other thing he had was a previous concern. It was brought up a couple of months ago about paying part-time paramedics, slightly different than what they pay their part-time members now. Chief Bassett stated that he would like to move forward with this. Discussion continued. Chairman Bryer asked if Chief Bassett could get together with Mr. Gunter and Ms. Garrett and put some kind of proposal together for the next meeting. Chief Bassett had a discussion about work being done at the east end fire station. One of the employees also works for Asplundh and got permission from his boss to do some work. He also stated that there was \$4000 to \$5000 worth of work done over the week-end for free. Chairman Bryer stated that a thank you letter needs to be sent to the employee and his boss from the board.

Medical Services – Page 12. Ms. Garrett stated that Medical Services is at \$1.00. Chairman Bryer asked if this could be cut down to 1 cent. Mr. Gunter stated yes. Ms. Garrett stated that it needs to be \$1.00 to expend.

Personnel Administration – Page 6. Ms. Garrett stated that she got a couple of numbers that the board was looking for from the last meeting. She stated that she has not put them in the budget yet until the board looks at them. Ms. Garrett stated that the unemployment was high. Ms. Garrett stated that it is going to drop to \$3,778.00 according to Primex. She also stated the Selectmen's request should be \$3,778.00. Ms. Garrett will change this to Department request if that is what Chairman Bryer would like. Chairman Bryer stated that ideally it would be nice if the Selectmen's budget lines up with the Department budget.



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Ms. Garrett stated that on page 7, the \$10,000 for Workers Comp. is now quoted at \$39,056.00. She also stated that the past 3 years they have had the rebate because they have been over paying. That is why it is such a big jump now because for 3 years they were having major decreases. Chairman Bryer stated it is going from \$10,800 to \$39,056.00. Ms. Garrett provided the board with the quote and stated the bill always comes in matching the quote. She also stated that the one she does not have is the property liability, she hopes to have it by the end of this coming week. Discussion continued. Mr. Gunter asked if they could expect to see a \$39,000.00 bill from here on out each year. Ms. Garrett stated that every year it changes.

Executive Office – Page 6. Ms. Garrett stated that she had a meeting with MainStay last week. It looks like “In Code” is out, the new software for finance. There are 2 reasons; our server has an end of life of April 2017. She also stated that they are telling us that they really should buy a new server. Ms. Garrett stated they are quoting us approximately \$13,000.00 so that will wipe out “In Code”, however, having the server that we have now it would not support “In Code” so why buy it. There will be no warranty on the server after April. Discussion continued on the server.

Chairman Bryer stated that there are many companies that sell servers and would like to know if this is going to be put out to bid. Ms. Garrett stated that was totally up to the board. She also stated that MainStay has our contract for IT support. Chairman Bryer asked if they could buy the server from anybody. Ms. Garrett stated that she assumes so. Chairman Bryer asked if they would go out and get some quotes for the server. Mr. Gunter stated that he would get some specs from MainStay.

Ms. Garrett stated it would cost approximately \$13,000.00 if they have MainStay do it. Chairman Bryer asked if they will give a breakdown of what the cost is of the server. Ms. Garrett stated they will if we decide to do that. Discussion continued. Ms. Garrett stated she would do a breakdown. She stated that they have a contract with MainStay for our IT support, it also covers all of our daily backups, the in the cloud stuff. They have a separate contract for their web-site hosting. In our contract for the IT support, we pay for the hardware, etc. There are five every year that they upgrade and we are supposed to be upgrading three to five computers. This year there was five and we did not do any of them. There are three that desperately need to be done because they are 8 years old. Chairman Bryer asked if there was any money in the budget to upgrade these. Ms. Garrett stated for some of them yes. Chairman Bryer asked why not upgrade some of them this year. Discussion continued on the contract. Chairman Bryer asked if she was happy with MainStay. Ms. Garrett stated that she was and thinks most of the staff is. Chairman Bryer asked how many computers they were planning on upgrading in this year’s budget. Ms. Garrett stated there were 3 stations and 2 laptops and she thinks the minimal would be 4 stations that need done.

Chairman Bryer stated they need to stick to the IT replacement plan or they get behind and never get caught up. Ms. Garret stated it is 4 stations and approximately \$1000.00 per station. She also stated that one of them is free. One of the stations that needs to be upgraded is the public area and



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what we do is take the newest of the old ones that is being removed and put that in for the public. It is not costing us additional money out of this year's budget. Ms. Garrett stated it would be approximately \$3,000.00. The computers would be Ms. Pease's, Treasurer's, Ms. Austin's and Ms. Young's.

Mr. Gunter stated that they were going to do this but he wanted to wait until they got closer to the end of the year to see how much money was left, then encumber and then buy. He also stated there may be enough money to support the refurbishment this year for what is due this year and next year in this year's budget. He also stated there is 20% left in the budget and if something were to come up, he would hate to be a few thousand shy and say they should not have bought a new computer. Chairman Bryer stated that he has been there 18 years and has never recalled having a budget that if they spent \$3000.00 on computers it was going to break them. Chairman Bryer asked Ms. Garrett how tight was the budget. Ms. Garrett stated that she was comfortable in buying the computers. Ms. Garrett stated as of today, including the vendor run that the board signed today, there is 20.69% of the budget left. Ms. Garrett stated the amount remaining is \$726,701.99 left after encumbrances, not including salaries and stipends. Chairman Bryer stated they have 20% of the budget left for 2 months. Discussion continued. Mr. Gunter stated that he did not say they were not going to do it, but wanted to wait until they got towards the end of the year and be safe and if they had extra money, they could actually do this year's and next year's budget replacing computers. Chairman Bryer stated they could wait to place the order next month.

Ms. Garrett stating getting back to the server, she asked the board what they would like her to do for contracted services. She asked the board if they wanted her to put the \$13,000.00 in there for the server. Chairman Bryer stated he would like a breakdown of how much they are paying for the server. Ms. Garrett will get the number. Discussion continued.

Patriotic Purposes – Page 24. Chairman Bryer asked if they wanted level funding. Mr. Gunter stated they did not ask for any increase. Chairman Bryer stated that they bought flags last year and asked if they would be buying any this year. Mr. Gunter stated they lost a couple and may have to buy a few replacements. Chairman Bryer stated if they have to buy a couple of replacement flags, that is a reasonable request. He also asked how much was spent last year. Ms. Garrett stated it was quite a bit and the \$375.58 was also part of the flag costs. Chairman Bryer would like Mr. Gunter to call and ask how many replacement flags are needed and how much is actually needed to run the parade. Discussion continued.

Donations – Page 24. Chairman Bryer asked if someone would reach out to the Bean Hole Bash committee and ask if they are going to put in their request for \$300.00. Ms. Garrett stated that the Food Pantry has not requested their donation yet. Chairman Bryer stated that this line looks like it is level funded. Ms. Garrett stated yes.



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Wage Grant – Page 24. Mr. Gunter stated that they have talked about the wage grant and Ms. Garrett increased the wage grant programs back to what Chief Drolet talked about. Ms. Garrett stated these are the police wage grants, the speed grant, and the DWI grant. She also stated it will reflect on the other side of the revenue.

Community Support – Page 18. Mr. Gunter stated there was a slight decrease in this line because they had some requests come in and asked for more money. Chairman Bryer asked who asked for the increase. Mr. Gunter stated it was Sexual Assault Support and the Child and Family Services.

Sanitation Administration – Page 16. Mr. Gunter stated that they spoke with the Recycling Committee and they wanted to add \$3100.00 to their outreach, this would be for their mailings, etc. Chairman Bryer stated as of now they are already up \$132,000. Ms. Garrett stated that is correct. Selectman Wolf feels they need to do some cutting back. Discussion continued. Chairman Bryer stated that if they are talking about any departments that came in during the process, then it should have been done when they were here. Selectman Wolf stated that one was brought up on cell phones and he remembers it clearly. Selectman Hodgdon stated they still have health and dental under sanitation and if they go with a part-time employee they would not need it. Ms. Garrett stated that when this budget was done they had to budget for full-time. Chairman Bryer stated he feels they need to go back through the budget and see what things are not necessities. Ms. Garrett stated when she and Mr. Gunter went back through the budget and started trimming. She also stated that she and Mr. Gunter went through the numbers again and then they met with the department heads together and said the board has sent us back to do some trimming and asked them to pick or help them with some numbers until they came to a number that was agreeable to the board. Ms. Garrett stated she and Mr. Gunter could do that practice again, if that is what the board wishes.

Chairman Bryer stated that he read something on Social Security adjustment and it stated it may be as low as .02%. He asked Ms. Garrett if she received any preliminary numbers or inflation numbers on this. He also asked if they were going to do a warrant article asking the town if they want to give the employees a COLA. Chairman Bryer asked Ms. Garrett to find out the inflation rate for social security. Discussion continued.

Mr. Gunter stated that the Recycling Committee is asking for \$3100 for their outreach program. If they do this next year then it needs to be budgeted for now. Chairman Bryer asked if they had money to do it this year. Ms. Garrett stated they have \$50.00 in their recycling committee supply line. Chairman Bryer stated that it was ok for them to get the graphic design for the magnet. Discussion continued.

Mr. Gunter stated the Budget Committee has requested to change their printing line from \$250 to \$350. Ms. Garrett stated the total is \$1060. The printing line would go from \$250 to \$350, supplies



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remains level, postage remains level, training increases to \$360 for a bottom line of \$1060 instead of the \$675.00. Ms. Garrett stated these are the numbers in her e-mail.

Chairman Bryer stated that at last night's budget committee meeting there was a discussion about cost of running the transfer station. Chairman Bryer asked what it would cost to put another container in at the transfer station for wet waste. Ms. Garrett stated that she thinks the last container they purchased was approximately \$6000. Discussion continued on another container. Chairman Bryer stated in order to save money; they do not want any trash in with the furniture. Chairman Bryer asked if there was some way to get something down there so they are not putting waste disposal in with furniture. Selectman Hodgdon stated the only way is with an open top container. Discussion continued. Chairman Bryer stated the cost of running the transfer station has gone up a lot.

Margaret Walker stated that in 2011 the markets were great, they were making plenty of money and then the markets died and there is no money. She also stated that every town is in the same shape. Ms. Walker stated that they met with NRRA and they stated that every town is having the same problem with recycling. Ms. Walker stated that she is speaking as a private citizen. She goes to the transfer station all the time, the staff is spread very thin. If somebody is in the office and the other person is down below, nobody is watching up above. She also stated that she stood there the other day thinking she could do whatever she wanted because nobody was watching her. She also stated that she looked into the tin cans and it was full of paint cans, she could not tell if they were latex paint or not. Latex paint would be safe but if that is the case, would that whole load be contaminated and do they not get any money for the cans. Ms. Walker stated they have people that are contaminating but nobody is watching them. She also stated the staff is doing the best they can, but they can only do so much.

Selectman Hodgdon stated that they would have to create a new position to hire there and fill that need. Ms. Walker stated that people are in the office a lot and the other person is down below. She also stated that she knows they are in a pinch for the budget and that they have to save money, but she does not want them to be penny wise and pound foolish with the supervisor position. The previous supervisor had relationships with the vendors and was able to get better pricing for them and he also had relationships with other towns so they always had information to bring to the committee meetings. His efforts were actually saving them money. She also stated the supervisor has to attend meetings, collect data, etc. and do a lot of things other than just being there. Ms. Walker would like the board to consider having extra staff. She would even like the board to consider filling the hours with another part-timer because they are spread very thin. Discussion continued on recycling and the cost.

Selectman Wolf asked why they are not putting garbage in with the plastic. Ms. Walker stated when they did not separate the plastic they were having bigger loads and they were having increased hauls



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because it took up more space and when they started compacting the plastic there were less hauls so they actually saved money. Discussion continued.

Chairman Bryer asked if they adjusted the budget to address the concerns of the short falls. Ms. Garrett stated that it doubled this year. Chairman Bryer stated then they are in line in what they are spending. Chairman Bryer stated since they are in sanitation, he asked if there were any changes to be made. Selectman Hodgdon stated he thinks they need to discuss where they are headed with the supervisor position before changes are made. Chairman Bryer asked if they were all in agreement that they are not having a full-time person at the transfer station. They want to move forward with part time. Selectman Hodgdon asked if they have reached out to Mr. Wheeler to see if he was interested in that position. Mr. Gunter stated no because he does not have a salary or hours. He also stated there was a lot the board had to do before it can be posted. Selectman Hodgdon stated that a month or two back, he does not exactly remember, but he asked Mr. Gunter if he remembered going to the board to maneuver the duties as a transfer station supervisor at that time. Mr. Gunter stated yes. Selectman Hodgdon stated that if he was looking to take some of those responsibilities away that is going to change what they will pay and the position. He also asked Mr. Gunter what he was thinking of switching. Are they going to stay with everything they have now. Discussion continued on the supervisor position. Chairman Bryer stated he sees a problem that they are not getting staff. Discussion continued on this issue. Selectman Wolf stated he does not think they have had any issues with anybody at the transfer station. Discussion continued on the employees at the transfer station.

Chairman Bryer stated that at the budget committee meeting they were getting asked a lot of questions for which they had no answers. He would like Ms. Garrett to attend the budget committee meetings. Ms. Garrett stated that at the last meeting the board asked her to look up the warrant for opening the transfer station recycling expend trust fund. She stated it said "to see if the municipality will create an expendable transfer station general trust fund under the provisions RSA 31:19-a for the purpose of purchasing transfer station equipment and for repairing and maintaining the transfer station buildings" Chairman Bryer stated that this RSA restricts it.

Mr. Gunter stated that they need to decide what they are going to do about that transfer station employee. Hours will have to be set and wages are going to have to be set. He also stated he cannot hire without this information. Chairman Bryer stated based on what is being said, why not hire so they will have three part-times. Selectman Hodgdon stated that is what the plan was and he also asked if they were keeping one as a supervisor. His concern is that he would like to keep one of them there at least four hours when they are not open to do the maintenance such as the purchase orders which they cannot do when they are open. He also stated coming in an hour earlier to shovel snow. Discussion continued on the hours. Selectman Wolf stated if they had a program that was working and they were headed in the right direction, he would not have a problem with having someone there full time, but right now, plastics are worth nothing, they are going in circles, and



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right now that is why he voted “no” on having a full-time person. Discussion continued on hiring a person.

Selectman Hodgdon stated that he was going to base this on Mr. Wheeler taking the position. He could work whatever three days he chooses of open hours. If he works Monday, Wednesday and Saturday, which would give him Sunday off. That would give him 20 hours of operating hours and that would give 8 to 9 hours of non-operating hours that he could come in and do things he needs to do to run the day-to-day operations. The other attendant only wants 2 days and that is non-negotiable. Then you give the new hire the opposite 3 days. There would be 2 people on at all times and that would be their 20 hours. That would cover all the operating hours plus give the supervisor position up to 8 hours. Chairman Bryer asked if anybody has reached out to the neighboring towns to see what they are paying for wages at their transfer stations. Mr. Gunter stated that he has sat there and listened quietly and patiently and stated that he was going to speak a little bit and asked not to be interrupted. He also stated that much of what he has heard is completely wrong, 100% wrong. He also stated the plastic was not going into the land fill. Selectman Hodgdon stated that he knows the driver that drops it off there. Mr. Gunter stated that they pay \$35.00 per ton to dump it at the recycling center at Waste Management. Mr. Gunter stated that he arranged this 2 weeks ago with Lamprey hauling. Selectman Wolf asked if he arranged it. Mr. Gunter stated that he just arranged it. They were not doing this because previously there were some bills that went unpaid so they would not accept our trash anymore, such as plastic. The difference is \$36.00 which is the cost per ton that is being saved, \$36.00 per ton by doing it that way. Mr. Gunter stated with that said there is a benefit to recycling. Mr. Gunter stated that he tried saying this the last time and he is saying it today, there is money there. With somebody that can run the transfer station, Selectman Hodgdon stated that he does not believe it; they can actually start reducing their cost.

Mr. Gunter stated in terms of the compactor, he just spoke to Mr. Pease today about this. It would cost the town \$6000 to buy a compacting canister. Selectman Hodgdon asked didn't they discuss not checking into this, yet you are still doing this. Selectman Wolf stated to let Mr. Gunter talk. Mr. Gunter stated, they have space to have an extra container and Mr. Pease has the equipment to move the container. They just have to find a viable way to do it. Mr. Gunter asked Selectman Hodgdon to let him finish speaking. Mr. Gunter stated they just have to find a viable way to move the full container over to the side and push the new one back on. Right now they are over capacity, they are filling up and the increase is coming from demo. That is where the problem is. If they really want to reduce cost they keep shipping that plastic at half cost to the recycle center at Lamprey, they reduce their cost at demo and they get another container. That way they can bump it up to the municipal solid waste and start compacting that. He also stated they are over capacity and they need extra help and an extra container. In addition, Mr. Gunter has spoken with NRRRA and the scrap people down here. They are bringing them barrels and they are getting 5 cents more for our recycling for our non-ferrous metals. This is happening. Selectman Hodgdon asked how much the barrels are costing. Mr. Gunter stated they are free. Selectman Hodgdon stated he did not believe that either.



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Selectman Wolf asked what type of barrels they were. Mr. Gunter stated they are just containers. Selectman Wolf stated if they put copper, wire, etc. in the barrels and leave it outside, it will be hauled away. Mr. Gunter stated they will not be leaving it outside. He also stated the guys at the transfer station are finding safe places for this stuff right now.

Selectman Hodgdon stated that Mr. Gunter is sitting there telling him they need more help and every single time he goes in there, neither one of them are outside. He also stated he has been there and that they do not need any more help and it is not going to happen. He also stated it is not necessary. Mr. Gunter stated with the transfer station it is not just the matter of pushing the lever. Selectman Hodgdon interrupted Mr. Gunter and stated Mr. Gunter is saying that Mr. Preston never did his job and that is a freaking lie. Selectman Hodgdon repeated that is a lie three times. He also stated the people spoke before and they can speak again. They can wait till March and let them speak.

Selectman Hodgdon stated that Mr. Preston did his job and he was not going to be told that he did not do his job. Selectman Hodgdon stated that they are not going to get anyone to come in there and do better when Mr. Preston was there for 15 years. He also asked why was it not a problem for 15 years and now that Mr. Preston is gone, it is a problem. Selectman Hodgdon asked Mr. Gunter to explain this to him. Mr. Gunter stated that it was a problem because he was not going and reaching out to these people with the non-ferrous metals. Selectman Hodgdon stated that Mr. Preston was doing everything he could to help the place and you are saying he was not. Chairman Bryer told them to stop. Chairman Bryer stated that if they were going to discuss an individual which anybody that is watching this is going to know who they are talking about, this should be done in non-public.

Selectman Hodgdon stated that he is tired of it and it is not going to happen anymore. Mr. Gunter stated with that said, they have in terms of the metal and the recycling they have graphs that show they have increased. In demo they have shown an increase in their income down there. Things are improving. It is chaos because they are getting back to what they need to do. Selectman Hodgdon stated that they have people who do not know what they are doing. Mr. Gunter stated to run this right, they need a department head that is certified and has years of experience. Selectman Hodgdon stated they had one and he was fired for no reason. Ms. Garrett stated that was a non-public issue. Mr. Gunter stated if the board wanted some solid information about this, he and Ms. Garrett have put together some charts and graphs, they have been down there, Mr. Gunter has spoken with recycle centers and recyclers and NRRA and they have good information that they can show they can move forward with the transfer station.

Selectman Hodgdon stated speak to the people. The recycling committee is never going to say they do not want people to recycle and neither is NRRA. Selectman Wolf stated they can say a lot but he is not going to say it. He also stated that he remembered when this whole thing started. A guy stated



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he would give up in 3 years if it did not work and it has been 15 years and the same guy is still at the same thing. He also stated it is not working any better now than it was then.

Chairman Bryer stated that he is not going to sit there in a circle and go round and round. He also stated that everything will stay status quo until somebody decides they want to change their vote. Chairman Bryer asked Mr. Gunter if he did a wage study and would like to talk about that. Mr. Gunter stated that he reached out to 11 towns and NHMA had a few towns in their kitty. He also stated a transfer station attendant part-time on average is \$10.44 which is the average between 2 people. The average salary for those towns is \$13.69. Minimum payment is \$10.27 per hour and maximum is \$18.61. Selectman Wolf stated if they were to pay that much there, they would probably have people in town hall not making that and that will start a war. He also asked where they go with the whole thing. Selectman Wolf stated they either need to go all the way and give everybody a raise. Chairman Bryer stated Mr. Gunter was going to do a wage study. Discussion continued on the pay.

Selectman Hodgdon stated that he sees the people being hired besides the recreation department that have no experience and they are being paid more than the people that have left. Chairman Bryer stated that they have to break down their problem to manageable pieces. Today's problem is the transfer station and let's focus on the transfer station. Chairman Bryer asked if everybody is in agreement that maybe the salaries are affecting our ability to retain and get decent help. Selectman Hodgdon stated maybe now, but it was not an issue before. He also stated there was never a turnover in staff until recently. Discussion continued. Chairman Bryer stated they are not getting anywhere tonight. Chairman Bryer asked Mr. Gunter what the supervisor makes and asked what the part-time supervisor makes in other towns. Mr. Gunter stated it was not broken out as part-time. He also stated the average for a supervisor is \$15.86. Ms. Garrett stated that overall the Town of Northwood is 5% to 6% under the average all over the board as far as wages. That is why they are having a hard time hiring. Discussion continued. Chairman Bryer stated that he is ok putting out the supervisor job, putting the range of from this to this and say that is the average for the supervisor position at the transfer station. Selectman Hodgdon spoke on the experience they have to have. Discussion continued on the position.

Chairman Bryer asked what the range was for the supervisor position that Mr. Gunter suggested. Mr. Gunter stated the supervisor range in the 11 towns is between \$10.19 and \$17.31. He also stated in our current scale plan what does that fall into. Mr. Gunter stated approximately grade 3, step 1. This is the bottom. Mr. Gunter stated this would be \$10.48. Chairman Bryer asked what the top of that scale was. Mr. Gunter stated the top of that scale does not go that high. The top of that number is down on grade 6, step 15. Selectman Wolf stated they will have guys from the highway department wanting to work for the transfer station if they do that. Chairman Bryer stated it will be part-time. Mr. Gunter stated the average is \$15.86 for the towns. He also stated the town was paying



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\$16.65. Chairman Bryer stated that the average person, the average skill set if you look at labor grade 7, step 7 is \$15.22 so that would give a minimum of \$12.74 up to \$19.28 for a supervisor. Chairman Bryer stated that he was ok with this for a supervisor. Selectman Hodgdon stated that it was a reasonable starting point. Chairman Bryer stated if they put it in as a labor grade 7, advertise as a labor grade 7 and state the starting salary is \$12.74 per hour. Discussion continued on the salary. Selectman Wolf stated if they go all the way up to \$19.28, they will have a lot of interest. Discussion continued on the advertising and rate.

Selectman Hodgdon stated that say he was to put in for it at 14 years of experience. Chairman Bryer stated he could put in for it. Selectman Hodgdon stated he would have to retire from his position as selectman and he was sure that would make Mr. Gunter extremely happy. Mr. Gunter stated to Selectman Hodgdon that he would pay him \$19.28. Selectman Hodgdon stated let's see what they say in March when Chairman Bryer's term is up and we will not have to pay Mr. Gunter at all if you want to go down that road. Selectman Hodgdon stated if you want to make snide remarks, he will make snide remarks. Chairman Bryer stated enough. Selectman Hodgdon stated remember March is coming. Chairman Bryer asked if they could advertise this job and not show the whole salary and only go up to step 5 and say not to exceed step 5. Chairman Bryer stated that step 5 would be \$14.34 so say starting employee not to exceed step 5. He also stated put a range but not up to \$19.28. Discussion continued. Selectman Wolf stated for a range put \$12.74 to \$14.34 and not to exceed \$14.34. Chairman Bryer stated he is fine with this and it is reasonable. Chairman Bryer stated to post it in house. **Chairman Bryer made a motion that Mr. Gunter posts that they are looking for a transfer station supervisor part-time with the starting salary of \$12.74 up to \$14.34, seconded by Selectman Wolf. Motion carries; 3/0.**

Mr. Gunter stated they still need to know the hours he will work. Chairman Bryer stated not to exceed 29 hours. He also stated that he feels would go a long way if they have this person only work one of the week-end days. Chairman Bryer stated that he was fine with that.

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

Selectman Hodgdon made a motion to go into non-public under RSA 91-A:3, A, seconded by Selectman Wolf at 8:14 p.m.

Roll Call

Selectman Wolf – Yes

Selectman Hodgdon – Yes

Chairman Bryer – Yes

Motion carries; 3/0.

Selectman Hodgdon made a motion to come out of non-public, seconded by Selectman Wolf at 8:30pm. Motion carries; 3/0.



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Roll Call

Selectman Wolf – Yes

Selectman Hodgdon – Yes

Chairman Bryer – Yes

Motion carries; 3/0.

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

Adjournment

Selectman Hodgdon made a motion to adjourn, seconded by Chairman Bryer at 8:31pm., seconded by Selectman Wolf. Motion carries; 3/0.

Respectfully Submitted

Diane L. Young,
Municipal Secretary