



Northwood Board of Selectmen Minutes of February 14, 2017

Selectman Wolf called the meeting to order at 6:04 p.m.

Roll Call: Selectman Rick Wolf, Selectman Donald Hodgdon, and Town Administrator Joseph Gunter

Selectman Wolf led the Pledge of Allegiance.

Public Hearing

Hal Krieder, Economic Development Committee. TIF District.

Mr. Krieder stated that he was present to discuss the final hearing for the proposed TIF District. He stated that there had been several hearings prior to this, as well as meetings with the Conservation Commission and Planning Board, so if he is repeating himself he asked if they could let him know.

Mr. Kreider stated that last year on voting day, the voters gave approval to move forward with the TIF district. This year, they are looking for approval to actually implement the TIF district which means they are approving 3 parts. The district itself, the formation of an advisory board, and the finance and development plan that is detailed on the website.

Mr. Krieder stated that the area for the TIF District starts along Route 4, by Docko's and runs westward through to Parker French Realty. Everyone within the proposed area received notices asking if they would like to be in the proposed district and everybody said yes. They also sent notices to the abutters asking if they would like to be included, which allowed them to add another parcel to the district. What it specifically does is provides funding for basic public improvements. In many cases, it is infrastructure but it can go for other things as well. Mr. Krieder stated the idea is really to stimulate positive economic development activity in specific areas in the community. It does that by expanding the municipal tax base, so when the term Tax Increment Finance District is used, do not think more taxes for general residents, think increase in tax base. Mr. Kreider stated that some of the things it does not do are it does not change zoning requirements directly, it is not going to change the zoning ordinance, it does not change setbacks or any of those planning controls. It does not directly increase taxes within the district. Whatever public improvements that are, done or if there is any development in that area, it can indirectly increase taxes but the idea is that it also increases your property value as well which is critical. It does not create any special fees or does not directly change assessments within the district but again if infrastructure is put in like a road, the idea is that the cost of taxes will go up. It does not directly alter private property rights at all. Mr. Krieder stressed that this is a long-term plan. One of the criteria was that they would not put the town at financial risk.

Chairman Bryer joined the meeting at 6:25 pm



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Mr. Kreider stated that they will probably start small, meaning that they will probably get smaller businesses, warehouses, or mechanics. That might enable the town to fund part of the road, and that in turn might attract more people, that would allow them to afford the next part of the road. Ultimately, this would be done piece meal. Mr. Kreider stated that they are not limited by what they define the TIF District as. They have to start someplace though. If the interest is there, they could start a second district. There is nothing that says the TIF District has to be contiguous. Mr. Kreider stated that the way he looks at it, is that there are properties that there isn't any revenue generated from and he thinks that if they can at least start down the path that would allow them to generate revenue from them, then it's better than not even trying. It's a long-term plan, and He wouldn't even want to promise that something would happen quickly, but from an overall perspective, if they don't start down the path, they might be stuck where they are at forever. In the ten years that he's lived in town, there hasn't been much in the way of development at all. All of the land in question is in current use. One is generating \$62 a year even just by designating this and someone buys it and takes it out of current use, then they are generating \$2,700 instead of \$62. The TIF district is only coming from the incremental change in asset values. If somebody puts a building on the lot, that change in taxes is what they could use towards the infrastructure. Once the infrastructure is paid off, the entire amount flows into the town. Mr. Kreider stated that it does not change zoning requirements directly, it is not going to change the zoning ordinance, it does not change setbacks or any of those planning controls. Chairman Bryer stated that he looks at this as very low risk, if any. He thinks it could be an opportunity or it could amount to nothing. It doesn't cost the town anything to try. Mr. Kreider stated that they would find out relatively quickly what kind of businesses would be suitable. It might take 20 years to really attract and get it fully developed. Mr. Kreider stated that they will have an EDC meeting on Wednesday, March 2 at 7:00 before the town vote that people are welcome to come to and ask any questions.

Lynn Sweet from the Town of Strafford was present to discuss a piece of land that abuts one of her parcels. She stated that she owns the old Cooper lot, which abuts a town owned parcel. She was present to see if she could purchase that piece of property. They purchased 160 acres in Strafford in 2014. It has a conservation easement on it that held by Bear Paw and the Town of Strafford. They are now working with the easement holders and NRCS with a working management plan. They have been watching the lots that are on the other side of theirs, which are in Northwood, that have had extensive harvest on them. They prefer that the next lot which would be the town lot does not have an extensive harvest on it. Ms. Sweet stated that she had sent several letters to the selectmen over the past year and heard nothing. They would like to make an offer to purchase the property from the Town of Northwood. The property is assessed at \$26,800. She does have an intent to offer. Chairman Bryer stated that usually when they go into negotiations for property, it is held in a non-public. He asked if they can wait until non-public. Mr. Gunter stated that property of this size normally goes out to bid. By receiving this bid unsealed, it will cause a problem. Chairman Bryer stated that normally these go out to auction.



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They haven't gotten into a discussion about selling properties at this point. Ms. Sweet stated that the reason why they reached out over the past year was because they wanted to show that they had interest in this property. Chairman Bryer stated that he was very surprised that he hadn't received any letters from her. Ms. Sweet stated that was the reason she had asked to be on the agenda tonight. Chairman Bryer stated that if she would like to, she can bring the sealed letter personally to the town hall.

Fred Smith, Town Assessor was present to discuss a question on the open space in the Pender development. The Pender Road development, when it was approved by the town 10 or 12 years ago, was approved with the condition that it maintained open space. It was all in current use at that time. It could have come out of current use at that time and for whatever reason it didn't. Because it's designated as open space, it can't be developed, it can't be sold. The value of that property is encompassed in all the lots that surround it. It's similar to a road. When we have a development, we can't tax the road. Chairman Bryer stated that the question was if there are 48 acres that are paying taxes on current use. Mr. Smith stated that the market value is zero. It can't be sold or developed. Chairman Bryer stated that his understanding was that it was just a correction of the funds. Mr. Smith stated that it should have been done 12 years ago, just to designate it as open space required for that development. Selectman Wolf stated that the problem that he has with it is that people have put up posted signs on some of it, and that wasn't part of the deal. It's open space land that's supposed to be accessible to anybody that wants to walk across it. The town is losing money now that it's being put into current use, plus the guy that stripped all the timber off a year ago, and now he wants to give the land up and get a tax credit. Mr. Smith stated that from his understanding what was cut were lots that hadn't been developed yet. Selectman Wolf stated that was false. The selectmen were informed by the other homeowners. Mr. Smith stated that the remedy is in the agreement with the town, either the homeowner's association or the town can challenge that. Chairman Bryer stated that they have a document that states that the land is valued at \$7,500. Selectman Wolf stated that they would be going to nothing by allowing this to happen. Mr. Gunter stated that this parcel is 48 acres that is not buildable. Mr. Smith stated that because of the conditions of approval, there is to be no development on this parcel. The agreement allows the homeowners association access, not necessarily the general public. Chairman Bryer stated that they need to find the agreement with the town, so that Selectman Wolf can see what it says. It might say that the homeowners' association can harvest it. The current use, however is a separate issue. Mr. Gunter stated that the piece of property does not belong to the town, so they have no skin in the game per that property. The homeowner's association did come to the town and ask them to look at that months ago, the building inspector went out and looked at it, along with the forester who approved the cuts. The forester called it a maintenance cut. The town sent a letter back to the homeowner's association stating that there were no more cuts intended in the foreseeable future. Selectman Wolf stated that they stole all of the red oak off the land. It was more than a maintenance cut. Chairman Bryer stated that they really don't have a choice, they have to put this into current use. Mr. Smith



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stated the value of that open space land is transferred to the individual lots. Putting this into current use won't change anything. The value goes into the rest of the development. Every house in that development is paying 10% more on their land value because of the open space and the roadway. Chairman Bryer stated that they can table this for another meeting in order to get more information.

Process various assessing forms and applications

Chairman Bryer made a motion to approve a Land Use Change Tax for Map 215, Lot 24:1 to remove it from current use, seconded by Selectman Wolf. Motion carries 3/0.

Selectman Hodgdon made a motion to correct a Land Use Change Tax for Map 210, Lot 66, 90 Pender Road, seconded by Selectman Wolf. Motion carries 3/0.

Unfinished Business

Credit Card Processing: Mr. Gunter presented the board with a document for the board to sign to approve the town to start accepting credit cards. Selectman Hodgdon asked if it was to be rolled out at the Town Hall first or at all three places. Mr. Gunter stated that they would do it all at once. Chairman Bryer asked if the people who have access to the credit card machine are supposed to sign a disclosure form. Mr. Gunter stated that once the board approves this, the company that they chose will work closely with the company that will bring the town into PCI compliance.

Selectman Hodgdon made a motion to hire Heartland and allow the proposed credit card implementation time line to allow them to move forward and expend \$4,765 for the purchase of the credit card equipment that will be needed.

Selectman Wolf seconds.

Chairman Bryer asks how did they decide on Heartland. Mr. Gunter stated that the town clerk, the finance officer and himself met with several vendors and Heartland made the cut based on affordability and ease of access. Selectman Wolf asked what the percentage was that they charged. Mr. Gunter stated that by law, the town cannot pay fees. But the customer pays a 2.99% convenience fee. Chairman Bryer stated that the state is not allowed to charge a convenience fee, that the state just eats those fees. Mr. Gunter stated that state and town laws are separate and different. The town, per RSA, is not allowed to pay a fee. Selectman Bryer stated that he was not comfortable without knowing the statutory authority if they are allowed to pass on convenience fees to the customers. He would need to see the statute before he can approve this. Mr. Gunter stated that he will get the RSA to the board. Chairman Bryer stated that they will table this until the next meeting.



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New Business

Acceptance of minutes – 1-24-17

Selectman Hodgdon made a motion to approve the January 24, 2017 minutes as written, seconded by Selectman Wolf. Motion carries; 3/0.

Approval of Manifest(s)

Selectman Hodgdon made a motion to approve the final payroll manifest #4 in the amount of \$79,305.10 seconded by Selectman Wolf. Motion carries; 3/0.

Approval of Purchase Orders

Mr. Gunter presented the board with a purchase order from Intraware Development for Clerk Works with Judy Pease. **Selectman Hodgdon made a motion to approve the purchase order for Intraware Development for Clerk Works in the amount of \$5,989.20. Seconded by Selectman Wolf. Motion carries; 3/0.**

Mr. Gunter presented the board with a blanket purchase order for legal services **Selectman Hodgdon made a motion to approve the blanket purchase order for Mitchell Municipal Group in the amount of \$5,000. Seconded by Selectman Wolf Motion carries; 3/0.**

Mr. Gunter presented the board with a blanket purchase order for diesel fuel for the fire trucks. **Selectman Hodgdon made a motion to approve the blanket purchase order for Irving Oil in the amount of \$7,500. Seconded by Selectman Wolf Motion carries; 3/0.**

Miscellaneous Signatures/Approvals

Mr. Gunter presented the board with a RSA 674.41 agreement and release for Map 113 Lot 14, 55 Baker Avenue. **Selectman Hodgdon made a motion to sign the agreement and release for Map 113 Lot 14, 55 Baker Ave. Selectman Wolf seconded. Motion carries 3/0.**

Mr. Gunter stated that a gentleman came in a paid off his tax agreement and repurchased his property. He presented the board with a document to sign selling his property back to him. **Selectman Hodgdon made a motion to sign the deed with no covenants for Map 122 Lot 62. Selectman Wolf seconded. Motion carries 3/0.**

Mr. Gunter presented the board with the 2017 schedule of assistance from Dave Balian, the Human Services Director. **Selectman Hodgdon made a motion to accept the 2017 schedule of general assistance. Chairman Bryer seconded. Motion carries 3/0.**



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Mr. Gunter presented the board with a letter to the representatives in Concord urging to support House Bill 413 and to urge them to vote yes on this bill. **Selectman Hodgdon made a motion to sign the letter to the state representatives. Selectman Wolf seconded. Motion carries 3/0.**

Reports

Individual Selectman's Reports

Selectman Wolf – He stated that he'd like to applaud the Highway Department for the great job they did during the last two storms.

Selectman Hodgdon – He stated that he agreed with Selectman Wolf

Chairman Bryer – He stated that he agreed with Selectman Wolf as well.

Town Administrator's Report

Mr. Gunter stated that he received a report back about E2. He stated that the weight limit on the bridge is 99,000 pounds if the bridge is in excellent shape. Chairman Bryer asked if they could put a weight limit on the bridge since the bridge in question is not in great shape. Mr. Gunter stated that they could. Chairman Bryer asked what they should set. Mr. Gunter stated that it would be hard because it would involve two towns. Chairman Bryer asked if they should post it for less. Mr. Gunter stated that the report came back showing the bridge has actually been downgraded to serious. Based on some research, Mr. Gunter stated that they could post it to only allow 55,000 pounds. Selectman Wolf stated that this would also add cost to anyone who has work being done on their home if the trucks can't get over the bridge and they have to go a longer way to get to the home. Chairman Bryer stated that he'd like to get a better number from DOT. Mr. Gunter stated that he can talk to the DOT bridge inspector.

Citizen's Forum

Tim Colby: Fillmore is hauling sand in now, did the town switch over contracts from Loudon?

Mr. Gunter stated that they brought in a load last week, because the other gentleman from Parent Sand wasn't bringing sand. The gentleman said it was too cold to run the trucks. We are sticking with Parent, when they will bring it. They are sticking with the lowest guy, but his service is not as good as they thought. It is not a contract.

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&C seconded by Selectman Wolf at 8:00 p.m.

Roll Call

Selectman Wolf – Yes



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**Selectman Hodgdon – Yes
Chairman Bryer – Yes
Motion carries; 3/0.**

**Selectman Hodgdon made a motion to come out of non-public at 8:40 p.m,
seconded by Selectman Wolf. Motion carries; 3/0.**

Roll Call

**Selectman Wolf – Yes
Selectman Hodgdon – Yes
Chairman Bryer – Yes
Motion carries; 3/0.**

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

Chairman Bryer stated that he received a census package. He was wondering if it was something that the town had to deal with. He would like Mr. Gunter to take a look at it.

Adjournment

**Chairman Bryer made a motion to adjourn at 8:44 p.m, seconded by Selectman
Wolf. Motion carries; 3/0.**

Respectfully Submitted,

***Susan Austin
Land Use Secretary***