



## Northwood Board of Selectmen Work Session Minutes of March 6, 2018

**Call to Order:** Chairman Wolf called the work session meeting to order at 5:30 p.m.

**Roll Call:** Chairman Rick Wolf, Selectman Scott Bryer, Selectman Donald Hodgdon, Acting Town Administrator Sandy Garrett and Kate Lafond, Town Administrator.

**Pledge of Allegiance:** Chairman Wolf led the Pledge of Allegiance

### **Appointments**

Chair Wolf: Since our appointments are not here yet, we will move on to New Business. Selectman Hodgdon: Are we still expecting Judy Pease to come in? Ms. Lafond: She was expected to come in. Chair Wolf: She is on the agenda. Selectman Hodgdon: Was she aware that the meeting was at 5:30 p.m.? Ms. Lafond: I did not follow-up with her so perhaps, she forgot.

### **New Business**

Acceptance of Minutes – February 27, 2018:

Minutes are available but board members have not had an opportunity to review.

Process Various Assessing forms and Application:

None.

Approval of Manifest(s):

**Selectman Bryer motion to approve accounts payable manifest V2018 No. 6 in the amount of \$418,772.15. Selectman Hodgdon seconds motion. Motion carried 3/0.**

**Selectman Bryer motion to approve vendor manifest 2018 No. 5 in the amount of \$104,982.48. Selectman Hodgdon seconds motion. Motion carries 3/0.**

Approval of Purchase Orders:

Ms. Lafond: We have three purchase orders.

**Selectman Bryer motion to approve purchase order for the Fire Department for fuel for the fire truck in the amount of \$7,900. Selectman Hodgdon seconds motion. Motion carries 3/0.**

Selectman Bryer: Is this the one that they used their credit card for purchase?

**Selectman Bryer motion to approve purchase order for Atlantic Recycling from the Transfer Station Expendable Trust Fund in the amount of \$8,050 for the new 45-yard roll-off container. Selectman Hodgdon seconds motion. After discussion: Motion carried 3/0.**



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Selectman Hodgdon: I spoke with Kate earlier about this and I just wanted to make sure that Joe at the transfer station does whatever labeling he needs to do to make sure that the hauler knows that the container is ours. We had that happen previously where we have gotten a new one and we got back an old one from another town. Chair Wolf: We got an old one in trade.

### **Selectman Bryer motion to approve purchase order for KSD Custom Wood Products in the amount of \$14,479. Selectman Hodgdon seconds motion.**

Ms. Garrett: I called them after the last meeting. He will be coming in at 6:00 P.M. on March 27th. Selectman Hodgdon: Do you want to wait until he comes in to process this? Ms. Garrett: That is up to the board; I am trying to get my paperwork together. This is part of the grant. Selectman Bryer: How much was the grant? Ms. Garrett: the grant is \$10,000. Selectman Bryer: So, we are spending \$4,479 out of our funds. Ms. Garrett: Yes, it is through the Moose Plate Grant. Selectman Bryer: I think we are under the obligation to spend that money. Ms. Garrett: We have already received the money. Selectman Bryer: Is there a timeframe as to when we have to spend the money? Ms. Garrett: I am not sure there is a timeframe but I cannot remember what it is. Chair Wolf: I think we need to know what we are getting for our money. I am unsure exactly what they are going to do. Even if it is for reglazing, that seems like a lot of money. You could put all new windows in for that price.

After discussion:

### **Selectman Bryer withdraws motion for KSD Custom Wood Products. Selectman Hodgdon withdraws second.**

Town Audit:

Selectman Bryer: What is the status of our audit? Ms. Garrett: They are coming in the week of the 19<sup>th</sup> to do inhouse audit. They have already had one preliminary day here. I have given them quite a bit information electronically and they are coming in to do the rest. Selectman Bryer: Was it that company that did the actuary work? Do they have everything they need? Ms. Garrett: She sent it to me, I have printed it. Selectman Bryer: My question is: Are we cleaning up what we need to in order to be qualified? Ms. Garrett: All our criteria is in compliance. Selectman Bryer: Is there any that need to be discussed with the auditors? Do they know what has been done for compliance? Ms. Garrett: Yes, they know that, and I gave them that. Selectman Bryer: Did they just rely on her work? Ms. Garrett: Yes, and I also had some questions about GASB 45 and 75 and we will still be in compliance because it is part of our contract and we have to renew the contract next year so it will automatically roll it into 75. Selectman Bryer: They would have to because that is part of the requirement to do the audit. We have it through the contract because the audit



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requirements changed. That happens all the time. When they changed GASB 75, what were the costs? Ms. Garrett: That is what I asked her and she said we're good.

Miscellaneous Signatures/Approvals:

Ms. Lafond: We have an appointment for Marcia Severance who needs to be appointed as a ballot clerk for the upcoming election.

**Selectman Bryer motion to appoint Marcia Severance as a ballot clerk with term of office expiring on March 31, 2021. Selectman Hodgdon seconds motion. Motion carries 3/0.**

Ms. Garrett: We are short of ballot clerks.

Ms. Lafond: Sharon has provided a list of three lifeguards to be hired along with a beach coordinator. There will also be three additional potential lifeguards that have not yet submitted their applications and have until March 19<sup>th</sup> to do so. Sharon would like direction from the board should they like to hire those four individuals. She has listed their current hourly wage.

Selectman Bryer recused himself and removed himself from the table.

Selectman Hodgdon: My question is, and I am not being facetious, but are they of age this time? Ms. Garrett: Everyone from last summer is now of age. They would have changed their age as of last summer. Chair Wolf: Of all the kids that we had a problem with last year have they been invited to come back this year? I feel obligated that we should give them first choice what with the problem that occurred. It was not their fault. Ms. Garrett: They were invited to apply this year and they are 16 years old now. Of those kids, the youngest turned 16 during last summer. Chair Wolf: If they get an opportunity they should be allowed to return this year. It was not their fault nor mine and am not blaming it on anyone. Selectman Hodgdon: Do you want to do these one at a time? Ms. Garrett: They should be read into the minutes individually.

Chair Wolf: This beach coordinator – is she new? Ms. Garrett: She was our beach coordinator year before last and she was the one that we wrote the job description for. Selectman Hodgdon: It is nice to see these employees come back. Ms. Garrett: Stephanie is a fantastic employee and she has a very good record in town.

**Selectman Hodgdon motion to hire Taylor Bryant as a Lifeguard, Grade 1, Step 2 (\$9.80). Chair Wolf seconds motion. Motion carried 2/0.**



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**Selectman Hodgdon motion to hire Autumn Graham as a Lifeguard, Grade 1, Step 2 (\$9.80). Chair Wolf seconds motion. Motion carried 2/0.**

**Selectman Hodgdon motion to hire Emma Tobbe as a Lifeguard, Grade 1, Step 2 (\$9.80). Chair Wolf seconds motion. Motion carried 2/0.**

**Selectman Hodgdon motion to hire Stephan Pollastro as Beach Coordinator, Grade 6, Step 2 (\$12.50). Chair Wolf seconds motion. Motion carried 2/0.**

Selectman Bryer returned and was seated at the table.

Selectman Bryer: Just for clarification, I did not participate in the vote but that does not mean that I am not going to vote on other rec matters.

Selectman Hodgdon: While we are on the rec subject, I know you asked about sending the lawn care notices out - I am okay with that. Ms. Lafond: This is going out to bid. Would board like to open the sealed bids at the meeting on April 10<sup>th</sup>? Board agreed.

### **Appointments**

Linda Smith – Acceptance of Donation of Property agreement – James Higgins:

Ms. Lafond: The hearings have all been held so it is just a matter of accepting the Purchase and Sale Agreement so we can move forward.

Selectman Bryer: We had a public hearing. Why is he donating this property? Chair Wolf: He can no longer pay taxes on this property. Selectman Hodgdon: He cannot afford it any more. Selectman Bryer: My question is why would we go this way if we are going to end up taking it anyway? Chair Wolf: Because this is a better way to take it. Ms. Garrett: The taxes are paid to date. Ms. Smith: The taxes are paid to date and we would lose a minimum of three years of taxes and then we would have to wait another three years before Town can sell it. I believe my suggestion on this was to accept it as a donation rather than letting it drag out. Selectman Bryer: I was just wondering. That's fine, I get it.

**Selectman Bryer motion to accept the donation of property James Higgins, Quimby Drive, Tax Map 205, Lot 18. Chair Wolf Hodgdon seconds motion. After discussion: Motion carries 3/0.**

Chair Wolf: I think Scott's question was a good question because I think a lot of people in the audience sometimes do not know exactly what we are approving and why. It explains that this a better way of doing it. Ms. Smith: The Purchase and Sales Agreement is necessary for the audit because it is a donation and the selectmen have agreed to cover the title search and closing documents costs. This will finalize it so that nothing occurs between this point and the time that the deed is transferred.



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Since there is no further discussion, I will call for the vote. Vote is 3/0.

Ms. Smith: I am also asking for another pending signature request which is on John Kane on Shore Drive. It an Agreement and Release only that I am requesting you to sign. This is a case that went to the zoning board. He did receive the variance and then came to the board of selectman under RSA 674:41. Board did not grant the building permit, they appealed it to the zoning board. Zoning board initially agreed but requested a re-hearing. They held the re-hearing in February and the zoning board did grant that appeal that they asked for. So, unless the board of selectman is planning to appeal that decision, because now you would be the aggrieved party, to superior court, then Mr. Kane is looking to go forward to building on the property. There is a voluntary merger of three lots which was a condition of the zoning board's variance.

Selectman Bryer: My question is: "If it is a condition of the zoning board, then it is not really voluntary." Ms. Smith: Mr. Kane offered it as part of his testimony so it can be a condition. Selectman Bryer: The way you worded it sounds like once it becomes a condition, it is not voluntary any more. Ms. Smith: I suppose on that technicality, you are right. Selectman Bryer: So, is it really voluntary? Ms. Smith: Yes. it is because he voluntarily offered to do it. He signed it and I have it; he is voluntarily merging those lots. Selectman Bryer: So, are you saying he had to merge them or did he offer to do that on his own? Ms. Smith: The ZBA noted that he needed to record the voluntary merger. Selectman Bryer: They did not ask him to do it? Chair Wolf: I do not know about this. Ms. Smith: In his testimony with the zoning board, it was part of his application that he was going to merge those lots. Selectmen Bryer: May I rephrase the question, Mr. Chairman? Chair Wolf: I think there was some information missing. Selectman Bryer: Did the ZBA order as a requirement that the lots be merged? Ms. Smith: They required that his notice of voluntary merger be recorded at the Registry of Deeds.

Chair Wolf: Why did we get into these things? This man says he is willing to fix the road. I was there for the hearing; I know what was said. Why isn't he fixing the road before we issue a building permit because afterwards, we have no enforcement. He may never fix the road. Ms. Smith: All I can say relative to that issue is: "if you want to get him to fix the road, you are the guardian of RSA 674.41, then you will need to file an appeal to the zoning board and allow them to hear your comments." Chair Wolf: I think we need to start making people put up bonds for these situations. Down the road, we do not have any options. Selectman Bryer: Could we appeal to the zoning board and request a bond to make sure that the road gets done? Ms. Smith: You can appeal their decision to grant the relief of 674:41. You have 30 days to appeal it. Chair Wolf: I think this would be a good way to cover ourselves.



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**Selectman Bryer motion to appeal the zoning board's decision that one of the requirements for the conditional voluntary merger is that they post a bond to assure that the road work is going to be accomplished. Chair Wolf seconds motion. After discussion: Motion carried 3/0.**

Ms. Smith: The Town Administrator will have to file that on your behalf with the town's attorney. However you want to go about it is fine but we do need to have a formal motion as an aggrieved party. Selectman Bryer: I think with the concerns we have about the road and if anyone is building a house, we want to make sure that the road is fixed. The condition of having that bond is that the money be in escrow to make sure that the work is done. Selectman Hodgdon: This will cover that. Chair Wolf: We need to fix the loophole and we need to do the same thing with everybody. Selectman Bryer: I understand that. Do you think that Linda could assist the town administrator in this matter? Ms. Smith: No, it would be best not to in this situation. Ms. Lafond: I can work with the attorney directly. Chair Wolf: I think this is reasonable – I am not trying to throw in a roadblock. I think it would be a good practice to follow. I do not know how you feel about it. Selectman Hodgdon: When it comes to this, we need to come to an agreement that is reasonable for everyone that will cover the town and cover them too, in the long run. Ms. Smith: I think that is your right as an aggrieved party to express your concerns to the zoning board. Selectman Hodgdon: I think that getting this much done in this period of time is great.

Selectman Hodgdon: My question is: "Are we requiring him to do the whole road?" I thought we discussed just making them do their frontage. Chair Wolf: That is another question that we have not settled. I am for them fixing the road. Ms. Smith: Kate and I had a couple of discussions on this and I think what is important for us in order to come up with a draft that you are going to be happy with, we both came up with the conclusion and that is that we need more information from all three of you. Selectman Bryer: I have a question on bullet no. 3 where you note adequate security – should we add "in the form of a bond?" My problem is that you do not define what security is – either bond or cash could work. Ms. Smith: Adequate security means either bonding or.... Selectman Bryer: I am a little familiar with this process and in our statute, it states "in a form of a surety bond or cash equivalent." That makes it clear. They either have to post a surety bond or a cash equivalent. Ms. Smith: That does define it better. Selectman Bryer: When you say security, you could say I will put up my truck as security but that is not what we are looking for.

Selectman Hodgdon: Back to my question, did we discuss whether we are going to make them do the whole road or just their frontage? Selectman Bryer: My own issue with this is why can't we say that since there are already houses on the road, why can't you just say fix the frontage?" Selectman Hodgdon: I do not think if someone wanted to build a house on a road that they would want to redo the whole road. Chair



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Wolf: I do not either. Selectman Hodgdon: So, we need to reword that one. That was my only concern of the whole thing.

Ms. Smith: If I could just go over some of the general things to think about for which we are looking for feedback. One of them is what is going to be able to be processed through the building department such as sheds, etc. – this is open for discussion. Also, what is going to be required to upgrade the road. My thoughts on this is and I think Kate is in agreement, over the last number of years, these guidelines have not been brought up when there is discussion on these applications. They have not been adhered to by the board of selectmen equally and consistently every time an application comes before you. That is not finding fault, just making a statement.

Selectman Bryer: I like this part where it states you have a footprint and the building needs to be placed on that footprint.

Ms. Smith: Can we address the other things as well? My recommendation for the road is to start applying the criteria that you have in the existing guidelines now for the emergency road. This has specific criteria concerning the road and the road shoulders like a fire road. My concern, as well as Kate's, is that if we expect someone to upgrade it to a higher standard, we are not looking to have these roads upgraded to the point where they become town roads. As far as the issue of discussing frontage. If you require them to upgrade on their frontage only, then you have to show a reason for that. The statute really denotes it should be from the Class V road to where they pull in the yard. That is what you are looking at. The access across whatever roads it takes to get to the driveway. Selectman Bryer: I think they would need to bring it up to DOT standards. Class V simply means town road. There is no standard. Class VI is a town road that is non-maintained. The standards that you have to look at are for either emergency lane like you have now, rural road standards or what is in the subdivision regulations for new roads. Selectman Bryer: Here is my concern if they bring it up to sub-division standards from a Class V and up to their house, my understanding is that we have to accept that. Ms. Smith: They could ask for that. There is a number of reasons for that.

Ms. Smith: I feel that the emergency lane is a starting point. To stick with that is a compromise in the sense that it allows people who have non-conforming properties such as on a private road in a family camp for several generations, and the property has now been passed to the next generation. Should they want to add a little something to the property outside the footprint or maybe go up or build a dormer, if we stick to making it so difficult for everyone on a private or Class VI road to upgrade or do renovations to their property, I can tell you that this room is going to be filled with people. People have to be allowed some sense of being able to upgrade. If they go through the zoning board process and that is where the decision is made whether a variance is granted, you are only looking at the road aspect of it. So, if you make it so restrictive that properties cannot be built up, you have to decide where that begins and ends. The Town of Northwood has allowed development on back roads for many



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years without any body asking them to upgrade the roads or do anything. You have a set of guidelines right now that are a compromise between from there to here. I think if you stick to the idea that nobody can do anything with their structures or with their property unless they build the road to a rural road standard, then, we are going to see a lot of problems resulting from that. You are going to have a lot of legal issues, you are going to have a lot of people selling their properties, and you are going to have more dilapidated properties. I think the interest is to move development in a direction but not to stop it. If you have some guidelines that you have control over on some roads and people are building emergency lanes and you see some of the private roads getting widened, that is really the best scenario we are going to have. If we start widening every single private road to be built to some other standard, we are going to either stop development or we are going to have a lot of town roads that we will have to maintain. In the short term, the best solution is to make a decision on the two big issues namely, what are you going to require. You already have the emergency lane in here with some parameters and see how it goes for a while if you have every single case go through these guidelines.

Ms. Smith: Another thing Kate and I spoke about and what makes this process so difficult is that it is very convoluting. If you come up with a checklist that goes through everything. If you are exempt, it notes what further route of processing you need to do such as providing an engineer to look at it for an emergency lane.

Selectman Bryer: So maybe we should put something in this policy that says see Exhibit "X" for checklist of what must be done. Ms. Smith: What Kate and I would like to see is the process streamlined to the point that when you give these out to applicants, this is what you are going to get. First you are going to get a piece of paper that shows that you are exempt such as those with sheds, garages, which you have given the building inspector the authority to do. The only ones that you are going to have to look at are those extending the property from say a two bedroom to a four bedroom and are actually adding cars to the road. If somebody wants to put in a small business on a private road, you are going to get that because it is going to generate traffic or anything that is going to increase traffic on a road. Selectman Bryer: If they are going to put in a small business, don't they have to go before the planning board. Ms. Smith: You are not going to get any of these that haven't already been to the zoning board or the planning board for whatever they need first. So, by the time it gets to the board of selectmen, everything is going to be done and you will have a decision to make based on the submittal of a road plan and the town engineer report. For which we can work with Laura and make it happen. This emergency lane can be reviewed by a town engineer. Board would get a copy of that report and it would note "Yes, we reviewed this." If you look at the last column (No. 3), this would be the process that would be involved. We would get an application which would have to go to whatever board is applicable first, then a complete packet is given to the planning board because they have to review and comment and then the emergency lane information is sent to the town engineer for comment, and then a complete packet is given to the board which contains these comments. Then the board of



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selectman's determination can be based on what you have in front of you at that point either approved, conditional or denied. If you approve it, then an escrow account is set up and you would have to handle the road as you would any construction project.

Selectman Bryer: Under No. 2, it says, "Application for accessory or building additions that will not increase the number of bedrooms or sleeping quarters of the residents on a lot with an occupied existing residence." Is that supposed to be the footprint one?

Ms. Smith: The footprint by right would fall under No. 2. Selectman Bryer: Mr. Chairman, I would like to see a separate column for those footprint ones. Ms. Smith: On No. 2, that says "...or a building addition that ...." – would it be before that?

Selectman Bryer: My issue with No. 2 in reading it is that it sounds like I can build a bigger footprint as long as I am not adding bedrooms. So, I guess I want to be clear that it should note that it is going to be the same size as the existing structure. Ms.

Smith: So that is the other question, as to what you want it to address. For example, for someone who had a bedroom measuring 8 x 15 ft. and because of some medical issues wanted to bump out that bedroom, make it bigger outside the footprint of the structure. Selectman Bryer: That is how starts. They could make their living room smaller and make the bedroom bigger. That is my concern. We are trying to fix the problems that we see. You put a loophole in it. Ms. Smith: We will take that out.

Selectman Bryer: Basically, you have one and two, and the handicapped one would fall under No. 3. Ms. Smith: We do not need to address that specifically. If you take out the part about the building additions that will not increase bedrooms, and just note accessory structure, these would go to the building inspector. Anything other than that will come to the board of selectmen. Selectman Bryer: You need to change the language so that it says as long as it does not change the existing footprint. I just do not like the language. Ms. Smith: Should No. 2 say "Uninhabited Accessory Structure?" Selectman Bryer: I am a little confused; why can't we say for No. 2 for example: I have a house 50 x 50 ft. and it burns down, that I can build another house that is 50 x 50. There would be no increase in size. It is the same. Chair Wolf: That is where we are getting in trouble with these small lots. Ms. Smith: So, you want that in number two? Selectman Bryer: Yes. Then if they are deciding to making it bigger or wider, they have to go through the whole process.

Chair Wolf: There are a few things that I would like to say and one of them is that people may increase their structure by say 20 ft. and some people say that is not a lot but on an undersized lot that is something that we do not need. People keep making these houses bigger and bigger and bigger. They would have to come in for variances for wetlands and we should not be giving variances for people to build a bigger house on an undersized lot in the wetlands setbacks. I know that we have done some recently. I go to meetings so I know what goes on and I do not want to see that keep happening. Selectman Bryer: I just want to make sure that we are clear on No. 2?

Chair Wolf: I think we are very clear as long as you are happy with it. I would like to say that my intent and I think the rest of this board, is not to limit anybody's right to



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build. Our intent is to put something together that is fair to every person so that they can abide by it. Ms. Smith: If you do the footprint or the uninhabited shed, then those can go through the building inspector. Anything else, they would have to build an emergency road and meet that criteria.

Selectman Hodgdon: Are you happy with building an emergency road? That was the other thing we had to address. Selectman Bryer: We clearly have a problem in town with the roads being sub-standard in some areas. We need to have a standard. I agree that you cannot have a sub-division standard but I think we can come up with some alternative. Selectman Hodgdon: Is that a reasonable standard for you? Chair Wolf: What is the standard for a fire lane? Ms. Lafond: It would be a 16 ft. travel surface with wide shoulders on both sides so a total of 20 ft. Also 4 inches of crushed gravel surface and installation of drain culverts, if necessary, which may require NHDES wetland approval. The potential for pavement is listed depending on request. Selectman Hodgdon: Potential means that we are not requiring this but if they want to do it, they can. Ms. Lafond: Also, any easements for drainage and maintenance. Selectman Bryer: So, what happens if I fix the road, build my house but then there is no requirement to keep that road up. Selectman Hodgdon: That is why we have to require a bond to keep it maintained. Ms. Smith: In that same set of standards that we have now, the next item says: "Beyond the physical standards, the board of selectmen shall obtain a written road maintenance agreement. The applicant agrees in writing to absorb 100% of the road maintenance cost for the portion of the Class VI or private road. Selectman Hodgdon: So, we should leave that in there. Selectman Bryer: We have that in there, but what happens if they do not? Selectman Hodgdon: Then we go out there and fix it and make them pay for it. How would you enforce it? Selectman Bryer: You would have to take them to court. Ms. Smith: May I suggest something on that? A year or so ago, there was a gentleman who came in relative to a camp over by Long Pond/Jeness Pond area. He was a town administrator and he basically said the town where he works has a lot of lakes and private roads as well. He noted that there is a state law which allows the board of selectman to go after people that do not maintain the road once they have signed an agreement that they will maintain them. Ms. Lafond: I hear your concerns, but in the current guidelines it does say that the selectmen can require at the completion of the road to release the bond. So, they are required to place the bond and our question to the town attorney is that right now the board of selectmen sets the amount. Selectman Bryer: I would like to have some standard such as having a minimum amount for the bond say \$10,000. I just want to make sure that nothing goes wrong.

Ms. Smith: The planning board would handle the escrow though in this situation there would be an engineer involved. If the planning board requests that the property owner provide an estimate for whatever the construction is going to be – road, site work, whatever – then the town engineer reviews that estimate to determine if it is reasonable. If the board of selectmen are the one setting the amounts, then you are



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setting yourself up ... Selectman Bryer: We are setting the amounts. Selectmen Hodgdon: We need to have the engineer's input in this.

Chair Wolf: This is a good step in moving forward. I do not think it is too stringent on the applicants. The only other question I have is whether they would have to do the whole road or just in front of the house. Selectman Hodgdon: Now we are going to make them bring the whole road up to fire standards, which is what we just decided. Chair Wolf: So, we are going to make them bring up the whole road from a Class V to fire standards. I just want to be clear on this. Ms. Smith: If they fix the front of their property and the fire truck gets stuck in the mud or the snow, what good is it? Selectman Hodgdon: Isn't the fire lane less than a Class V anyway? Ms. Smith: Yes. Selectman Hodgdon: So, we are not asking them to bring it up to a Class V but rather to a fire lane. Chair Wolf: I wouldn't go with it as a Class V because if someone lives a mile off a road, they cannot afford to spend \$2,000 to bring the road to that class. I think it would be unreasonable for us to ask that of them. Selectman Hodgdon: We are only asking them to bring it up to the fire lane standard. Selectman Bryer: I want to suggest that we get this all finalized before we go over it. Selectman Hodgdon: That was the whole purpose of this discussion. Ms. Lafond: I think I am good when we are talking about Class V from the beginning of their property to the end of their frontage. Selectman Hodgdon: The emergency lane up to their driveway with fire lane standards.

Chair Wolf: I had some questions and they have all been answered. I think everybody's questions has been answered and I think we feel better about the whole thing. I think we now have a better feel about this. Ms. Lafond: It gives the applicant something to work through as well.

Ms. Lafond: It does note in 1 and 2 that the town administrator will sign off those that would not come before the board. I wanted to make sure that you would be comfortable with that. It is not something that you would have to motion on today. Board was agreeable with this. Ms. Lafond: I just wanted to doublecheck that. I will check with Dale and Sandy regarding some guidelines.

### **Reports**

#### Selectman Reports

Chair Wolf: Regarding the beach, we had a walk through on Monday at 9:00 a.m. I spoke with the contractor and went over what our concerns were. Today, there is one other problem that I was not aware of – someone noticed that the end block on the wall running vertical is kind of wider on one end than the other, I have talked to the contractor after we did a run down on the list of what we wanted fixed. The contractor said he would take a look at it because someone brought it to my attention and I did not catch it myself. It is probably four inches on one end and six on the other end and kind of runs on an angle.



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I also explained about the sand and he was down there today and did put some more sand on the beach. I did ask him to meet me down there yesterday but he could not due to a doctor's appointment. Steve Conway was at the beach at that time and we both felt that the sand wasn't of the quality as noted in the contract so we called Mr. Parker and discussed the sand. He noted that if we wanted to look around and find a better quality of sand, he would be willing to work with us but he has no better sand available. When he did the other beach, the sand there is more like beach sand but that company is out of business now. Maybe this is something we need to look for ourselves with someone taking the responsibility to work with him to get this done in a timely manner. I know we need to close this project out. As long as I am here, I will make some calls. I think we need to look around and try and find a better quality of sand. To agree, you guys can go take a look at it. Ms. Garrett: The purchase order closes on March 31<sup>st</sup>. Chair Wolf: Right and it does state in contract "a high-grade beach sand." However, he is willing to work with us.

Selectman Bryer: I think overall it looks pretty good. Chair Wolf: I think he did a good job. Another thing I would like to bring up is that there is our contract and the state did not allow us to follow that contract. It notes that "dredging will extend 50 ft. from the high-water line out into the lake and have a lip of 10 ft. wide with the removal of large stones as needed." This is in our contract but DES denied allowing us to do this. I know that people do not understand this as I had some people come after me and give me a hard time because I have not been down there. Basically, we have to follow what DES allows. That is my point which I just wanted to put out there. There is a plan that shows that DES allows us to only go to a certain point and I am going to bring it to the town hall so that people can come and look at it. DES draws a real firm line as to where we can go. Selectman Bryer: We can write an article in The Sun about the beach and its being done. We can note about the sand and whatever else is "pending" or not according to contract and that it is due to DES mandates also mentioning if they would like to review the plan it can be viewed at the town hall. We can also note that town was not able to "dredge out as far as we originally wanted." Ms. Garrett: We have a form that we need to sign and send to the Army Corps of Engineer and DES. Selectman Hodgdon: As far as the sand thing, we can try to find some but if we can't find better sand what are we supposed to do? Chair Wolf: I would just like to say that some of the people have been complaining about this problem of dredging. One of the fellows did show up and the contractor explained these things to him and I think when he left he was not as upset as he was before. Selectman Bryer: Why was this person upset? Chair Wolf: When you unload your boat into the water, you are on an angle so your boat tends to hit the bottom. That is why we were in the hopes of dredging this out and DES said "No." I do not know how to explain it any differently than that. DES was out there when they started construction but I do not know if they have been there since. Selectman Bryer: So, your boat will hit the bottom. Selectman Hodgdon: The boat may hit the bottom or tip the motor in. Chair Wolf: If I was to put my boat in there I would have the motor tipped up. The propeller could hit one of those rocks. Selectman Bryer:



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You know they put in a warrant article to get the boat ramp and we did the best that we were allowed to do.

Selectman Hodgdon: The only thing I have is that the credit card machine is installed and up and running.

Ms. Garrett: The swap shop shed will be here Friday. Selectman Hodgdon: With this pending storm, do we want to push it off to give the guys a chance to clear it off where it is going to go because they are very busy the next two days plowing snow? I mean where it is going is where the snow is. They have to have a chance to move it. Chair Wolf: It has got to be a priority. They deliver on the date scheduled. Selectman Hodgdon: Who is going to clear the snow? Chair Wolf: Joe. Selectman Hodgdon: If they are out plowing snow how are they going to do that? Chair Wolf: The storm will be over by Friday. Board further discussed the plowing issue for the swap shop.

### Town Administrator Report

Ms. Lafond: Speaking of snow, there have been questions on whether the town hall is going to close. Selectman Bryer: If the state closes down, we can close the town hall. If someone is uncomfortable driving in the snow, they are not going to be penalized for not coming to work. Selectman Hodgdon: If every other town is going to close, they wouldn't we. My guess is that you are going to end up closing.

### Non-Public Session

**Selectman Bryer motion to go into non-public session per RSA 91-A:3, II (c).  
Selectman Hodgdon seconds motion. Motion carried 3/0.**

#### Roll Call:

**Chair Wolf: Yes**

**Selectman Bryer: Yes**

**Selectman Hodgdon: Yes**

Board went into non-public session at 6:47 P.M.

Board returned to public session at 7:14 P.M.

**Selectman Bryer motion to return to public session. Selectman Hodgdon  
seconds motion. Motion carried 3/0.**

#### Roll Call:

**Chair Wolf: Yes**

**Selectman Bryer: Yes**

**Selectman Hodgdon: Yes**



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Work Session Minutes of March 6, 2018**

**Selectman Bryer motion to seal Non-Public Minutes of March 6, 2018.  
Selectman Hodgdon seconds motion. Motion carried 3/0.**

**Roll Call:**

**Chair Wolf: Yes**

**Selectman Bryer: Yes**

**Selectman Hodgdon: Yes**

**Adjournment**

**Selectman Bryer motion to adjourn. Selectman Hodgdon seconds motion.  
Motion carried 3/0.**

Meeting adjourned at 7:16 P.M.

Respectfully submitted,

Delores A. Fritz  
Municipal Secretary