

## Board of Selectmen Minutes 06/10/08

Contributed by Lisa Fellows-Weaver  
Friday, 15 August 2008

Board of Selectmen

Minutes

June 10, 2008

Official as of August 12, 2008

Town Hall Northwood NH &ndash; June 10, 2008

Call to Order

Chairman Ken Curley called the meeting to order at 6:10 p.m.

Roll Call

Chairman Ken Curley, Selectman Alden Dill, Selectman Scott Bryer, and Town Administrator Paul Martel.

Citizen&rsquo;s Forum

With no citizen&rsquo;s comments, the public portion was suspended.

Town Administrator&rsquo;s Report

File Cabinets

Mr. Martel stated that the building inspector has noticed that the floor near the file cabinets is sagging. He stated that Mr. Hickey plans to meet with the facilities committee to address an alternative location for these cabinets.

Change of Address, Sax Alley

Mr. Martel explained that Kevin and Helen Ash came in inquiring about their address. They actually live on Meadow Lane not 58 Sax Alley. They are requesting to change the name of the road and have noted that Sax Alley does not exist on any maps, MapQuest, Google, etc. Mr. and Mrs. Ash have expressed concern with emergency vehicles getting to them. Mr. Curley stated that this is a cul-de-sac at the end of Meadow Lane. Mr. Martel explained that there are 3 houses on Meadow Lane and then the Ash&rsquo;s home on Sax Alley. Mr. Dill noted that Sax Alley has two lots accessed by a shared driveway. He explained that the shared driveway would be given a road name as there is more than one residence. Mr. Martel will check into this.

Mr. Dill stated that Northwood has not been mapped for 911. Mr. Martel will check on this.

Septic System Inspections

Mr. Bryer stated that he received an email from the building inspector requesting to increase fees from \$20. to \$75. Mr. Bryer noted that fees are done after town meeting. Mr. Martel replied that the fees were changed in the fall, 2007. The board requested that Mr. Martel check fees with neighboring towns.

Appointments

6:15 p.m. Alma Hignett, Cove Way

Ms. Hignett met with the board regarding speeding vehicles. She stated that she has lived on the road for 9 years and expressed concern regarding speeding vehicles and young children. She has tried signs and has called the police department regarding the cars.

Mr. Dill stated that Cove Way is a private road and there is not much that the town can do. Ms. Hignett stated that there is an association for the roads in the area and she has met with the association regarding the matter. Further discussion was held regarding the area and the existing residences on the roads. Ms. Hignett explained that there are other roads off of Cove Way with seasonal residences. She is the only year round residence. Mr. Bryer stated that since it is a private road and if the other residents within the association are in agreement the road can be barred or speed bumps could be installed.

The board agreed that a phone call should be made to the police chief and Mr. Martel will research the surrounding roads. Mr. Curley explained that if the surrounding roads are public roads, then the selectmen may be able to do something. Mr. Dill noted that the town is limited to what can be done to private roads by the state. Mr. Bryer suggested a complaint be submitted to the police commission. Ms. Hignett stated that she has left messages at the department. Ms. Hignett was referred to Ms. Smith.

Town Administrator's Report  
Bennett Bridge Road

A packet was presented to the board with the bid specifications and information for construction. Mr. Martel stated that the town's engineering provided the plan and additional information was created by Paul Belliveau and Jim Wilson. **Motion** Mr. Dill motioned to approve the bid specs for Bennett's Bridge Road. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Recycling Committee Appointment

Margaret Walker has requested to be appointed to the recycling committee. Mr. Curley stated that he believes that the committee is a 5 member committee with 4 members. **Motion** Mr. Bryer motioned to appoint Margaret Walker to the recycling committee with a term to expire March 2011. Seconded by Mr. Dill. Motion passed unanimously; 3/0.

Consent Calendar

Oath of Office for Fred Bassett, Facilities Committee

**Motion** Mr. Bryer motioned to appoint Fred Bassett to the facilities committee for a 3 year term, to expire March 31, 2011. Seconded by Mr. Dill. Motion passed unanimously; 3/0. The oath of office was signed by the board.

Oath of Office for Lorna Patey, Library Trustee, Alternate

**Motion** Mr. Bryer motioned to appoint Lorna Patey as an alternate library trustee for a 2 year term, to expire March 31, 2010. Seconded by Mr. Dill. Motion passed unanimously; 3/0. The oath of office was signed by the board.

Appointment for Kelly Adams, Recreation Commission

**Motion** Mr. Bryer motioned to appoint Kelly Adams to the recreation commission for a 3 year term, to expire March 31, 2011. Seconded by Mr. Dill. Motion passed unanimously; 3/0. The oath of office was presented and signed by the board.

Certification of Yield Taxes Assessed (Tax Year 4/1/07 &ndash; 3/31/08)

**Motion** Mr. Dill motioned to approve and sign the certification of yield taxes assessed for 4/1/07 through 3/31/08. Seconded by Mr. Bryer. Mr. Dill asked about the progress for a new town forester. He noted that the timber tax values need to be updated. Motion passed unanimously; 3/0. The certification was signed by the board.

Timber Tax Levy (Tax Year 4/1/07 &ndash; 3/31/08)

**Motion** Mr. Bryer motioned to approve the timber tax levy in the amount of \$2,254.09. Seconded by Mr. Curley. Motion passed unanimously; 3/0. The tax levy was signed by the board.

Certification of Yield Taxes Assessed (Tax Year 4/1/07 &ndash; 3/31/08)

**Motion** Mr. Bryer motioned to approve and sign the Certification of Yield Taxes Assessed for 4/1/07 through 3/31/08. Seconded by Mr. Curley. Motion passed unanimously; 3/0. The certification was signed by the board.

Timber Tax Levy (Tax Year 4/1/07 &ndash; 3/31/08)

**Motion** Mr. Curley motioned to approve the timber tax levy in the amount of \$1,159.64. Seconded by Mr. Dill. Motion passed unanimously; 3/0. The tax levy was signed by the board.

Intent to Cut, 44 Bunker Lane. Map 244; Lot 38

**Motion** Mr. Bryer motioned to approve the intent to cut for Elvin & Donna Bunker. Seconded by Mr. Dill. Motion passed unanimously; 3/0. The intent to cut was signed by the board.

Intent to Excavate, Winding Hill Road. Map 238; Lot 12-G

**Motion** Mr. Dill motioned to approve the intent to excavate for Robert Bailey, Winding Hill Road, Map 238; Lot 12-G. Seconded by Mr. Bryer. Motion passed unanimously; 3/0. The intent to excavate was signed by the board.

Agreement & Release for 243 Gulf Road. Map 117; Lot 41

**Motion** Mr. Dill motioned to approve the agreement and release for Rogers, 243 Gulf Road, Map 117; Lot 41. Seconded by Mr. Bryer. Motion passed unanimously; 3/0. The agreement and release was signed by the board.

Agreement & Release for 29 Elm Street. Map 123; Lot 20

**Motion** Mr. Bryer motioned to approve the agreement and release for Cain, 29 Elm Street, Map 123; Lot 20. Seconded by Mr. Dill. Motion passed unanimously; 3/0. The agreement and release was signed by the board.

Proposal and Contract for Wolcott Construction for Coe-Woods Development

**Motion** Mr. Dill motioned to approve the contract for Wolcott Construction for Coe-Woods Development for \$39,350. and for the chair to sign the contract. Seconded by Mr. Bryer. Mr. Bryer asked what the proposal is. Mr. Martel explained that the road agent walked Mill Pond Road with a Wolcott representative. They will reclaim the first 300 ft. of the road. The entire road will be paved with &rdquo; of hot top rather than the &rdquo;, recommended by Underwood. Further

discussion was held regarding the current condition of the road where there is clay coming through the road in some areas. Mr. Martel stated that the town has the funds available with the escrow account. A betterment fee will be applied to the resident's taxes at \$350. per year for 10 years. The balance will be transferred should the property be sold.

Further discussion was held regarding the ditching. Mr. Dill explained that buried utilities are in the town's right of way in the area where the ditches are proposed to be placed. He explained that with the proposed plan the road will be raised up, which will allow for ditches.

Mr. Dill noted that the highway advisory committee has suggested that if there is any surplus left from Coe-Woods, it could be used for Pender Hill Road as it too has been destroyed and needs to be addressed as it is a town road and an access into Coe-Woods. He stated that it would be a good time to repair this road as the equipment is already in the vicinity.

Mr. Bryer noted that the quote from Wolcott is less than the town's engineering firm's estimate. He asked why a vendor fee is being assessed if the town has enough to cover the project. Mr. Dill reminded Mr. Bryer that this is not a one time expense for the road. He added that the town will be plowing the road too. Mr. Dill stated that the town's engineering bid was received in January and Wolcott bids were received in November for all town roads. With no further discussion, the motion passed unanimously; 3/0. The contract was signed by the board.

#### Fireworks Display Permit for Saddleback Campground

**\*\*Motion\*\*** Mr. Dill motioned to approve the fireworks permit for Saddleback Campground. Seconded by Mr. Bryer. Mr. Dill stated that the permit has been signed by the fire chief and police chief. The permit was signed by the board. Mr. Martel noted that the town does not have an ordinance requiring a permit for fireworks. Discussion ensued and Mr. Bryer noted fire hazards and added that he would prefer to continue the permit procedure. He suggested an ordinance. Mr. Curley suggested that the fire department create an ordinance will certain fireworks requirements. Motion passed unanimously; 3/0.

#### Raffle Permit for Harvey Lake Watershed Association

**\*\*Motion\*\*** Mr. Dill motioned to approve the raffle permit for the Harvey Lake Watershed Association. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

#### Volunteer Application for Recreation Commission

**\*\*Motion\*\*** Mr. Dill motioned to approve the volunteer application for Lynn Pettis-Berry to the recreation commission as their secretary. Seconded by Mr. Bryer. Motion passed unanimously; 3/0. Mr. Curley thanked Ms. Pettis-Berry for volunteering to keep the minutes for the commission.

#### Proposal/Contract for JP Pest Services

Mr. Martel explained the proposal received from JP Pest Services. There have been some problems with pests and the new proposal will cost \$75 more; however, the service will be monthly rather than quarterly. **\*\*Motion\*\*** Mr. Dill motioned to approve the new proposal and contract for JP Pest Services, effective immediately. Seconded by Mr. Bryer. Discussion was held regarding a discount for multiple services. Mr. Martel will check into this further. Further discussion was held regarding the budget for the year. Mr. Martel noted areas of concern are various fuel lines. Motion passed unanimously; 3/0.

#### First Bankers Resolution of Governing Body

Mr. Martel presented the board with the documents for the fire engine including the lease and the escape clause. This has been revised; however, there is still one section that is not correct. He explained that he contacted town counsel who noted that the resolution has passed and the chair is authorized to sign the agreement knowing that there is a section to be removed. Mr. Martel read the resolution to the board and added that this has caused the truck to be delayed.

**\*\*Motion\*\*** Mr. Bryer motioned to approve the resolution and authorize the chair to sign the revised agreement. Seconded by Mr. Dill. Motion passed unanimously; 3/0.

#### Petition and Pole License for Fair Point

**\*\*Motion\*\*** Mr. Bryer motioned to approve the license. Seconded by Mr. Dill. Motion passed unanimously; 3/0.

#### Current Use Application, Map 246; Lot 7

Mr. Dill stated that this was previously provided. The property is within Deerfield and Northwood. An explanation was provided by the town's assessor, which explained Section 301.03 of the State of NH Current Use Regulations that this is contiguous land and the political boundaries are not an issue. **\*\*Motion\*\*** Mr. Dill motioned to approve the current use application, Map 246; Lot 7 for Kelsey. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

#### Abatement, 38 Harvey Lake Road. Map 122; Lot 132

**\*\*Motion\*\*** Mr. Dill motioned to approve the abatement for Mayberry in the amount of \$1,014.35, 38 Harvey Lake Road, Map 122; Lot 132. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

#### Abatement, 20 Thompson Drive. Map 222; Lot 33 - Sub 1

**\*\*Motion\*\*** Mr. Dill motioned to approve the abatement for Mayhew in the amount of \$3,413.66, 20 Thompson Drive, Map 222; Lot 33-Sublot 1. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Abatement, 221Rochester Road. Map 232; Lot 17

**\*\*Motion\*\*** Mr. Dill motioned to approve the abatement for BLFC, LLC in the amount of \$1,898. 221 Rochester Road, Map 232; Lot 17. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Abatement, Util/Tele for Verizon

**\*\*Motion\*\*** Mr. Dill motioned to approve the abatement for Verizon in the amount of \$28,078.37. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Abatement, 3 Ober Road. Map 121; Lot 7 & 8

Mr. Martel explained that this is being appealed. **\*\*Motion\*\*** Mr. Dill motioned to deny the abatement as recommended by the town's assessor for Hutchinson 3 Ober Road, Map 121; Lot 7 and 8. Seconded by Mr. Bryer. Motion passed unanimously; 3/0. Mr. Dill read the assessor's comments noting that this is a private road and not accessible in the winter; it is a seasonal camp and has been assessed correctly as such.

Veterans Exemption, Overlook Road. Map 210; Lot 20

**\*\*Motion\*\*** Mr. Dill motioned to grant the veteran's exemption for Kelley in the amount of \$250., Overlook Road, Map 210; Lot 20. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Dog Warrant for 2008

**\*\*Motion\*\*** Mr. Dill motioned to approve the dog warrant. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Purchase Order for Digital Ally

**\*\*Motion\*\*** Mr. Bryer motioned to approve the purchase order for Digital Ally in the amount of \$11,815. from the expendable trust fund. Seconded by Mr. Dill. Mr. Martel explained that this is a matching grant for cameras in the cruisers. Mr. Bryer asked how much of the grant is coming from town funds. Mr. Martel stated that he is not sure. Mr. Dill noted that the grant has been signed by the police commission. **\*\*Motion\*\*** Mr. Bryer motioned to table the purchase order for Digital Ally. Seconded by Mr. Dill. Mr. Bryer stated that the police commission handles the personnel issues but not any aspects of the budget. He added that a courtesy has been extended to the commission relative to signing purchase orders. Mr. Curley suggested a meeting with the police commission. Mr. Martel noted that the grant was not budgeted for and further discussion was held regarding the process. Motion passed unanimously; 3/0.

Purchase Order for HME Inc.

**\*\*Motion\*\*** Mr. Dill motioned to approve the purchase order for HME, Inc. for the prepayment on the new fire truck in the amount of \$52,427.00. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.

Primex Health Participation Agreement

**\*\*Motion\*\*** Mr. Dill motioned to accept the Primex Health Participation Agreement and to authorize the chair to the agreement for the selectmen. Seconded by Mr. Bryer. Motion passed unanimously; 3/0. The agreement was signed by the board.

Vendor Manifest #17

Vendor Manifest #17 in the amount of \$31,309.31. **\*\*Motion\*\*** Mr. Dill motioned to approve the vendor manifest. Seconded by Mr. Bryer. Mr. Curley stated that during the discussion with the library trustees it was mentioned payments to vendors. He spoke to the finance administrator and to some local vendors regarding if it would behoove the town to have vendor payments done weekly. Mr. Martel stated that some issues addressed with the library have been resolved. He added that he also contacted the auditor who did not recommend the changes regarding the library be a separate entity. Mr. Martel explained that the treasurer has noted too that there would be a change in interest to the town if the money was to be removed immediately. Motion passed unanimously; 3/0. The vendor manifest was signed by the board.

Consent Calendar

**\*\*Motion\*\*** Mr. Curley motioned to approve the consent calendar. Seconded by Mr. Dill. Motion passed unanimously; 3/0.

Non-Public Session

7:30 p.m. **\*\*Motion\*\*** Mr. Dill made a motion, seconded by Mr. Bryer, to go into a non-public session under RSA 91-A:3II(c).

Roll Call Vote:

Selectman Dill-yes

Selectman Bryer - yes

Selectman Curley-yes

Motion passed unanimously; 3/0.

7:55 p.m. **\*\*Motion\*\*** Mr. Bryer made a motion, seconded by Mr. Dill, to come out of non-public session. Motion passed

unanimously; 3/0.

**\*\*Motion\*\*** Mr. Bryer made a motion, seconded by Mr. Dill, to seal the minutes of the non-public session. Motion passed unanimously; 3/0.

#### Selectmen's Comments

Scott Bryer mentioned trust fund balances as noted in the town report and that there is \$500,000 in the conservation commission land fund. He stated that with the current economic situation and suggested that the board consider changing the percentages. He suggested 10% be put into the land fund from the current use penalties and have 40% put back to the town to help reduce the tax burden. He explained that currently the ratio is 50% for each.

Mr. Dill stated that there are projects in town that some of the \$500,000. could be used for such as the Lucas Pond project. Mr. Bryer stated that there are some legal guidelines with the use o the funds. However, he noted that there has been no activity and the percentage change would need to be done as a warrant article.

Mr. Curley suggested that the board consider looking into selling property. He stated that he feels that this could have a direct impact.

Mr. Bryer stated that this is a good time of year to begin planning for the budget. He suggested looking into bonding any large items.

8:00 p.m. **\*\*Motion\*\*** Mr. Dill motioned to adjourn, seconded by Mr. Bryer. The motion passed unanimously; 3/0.

Respectfully submitted,

Lisa Fellows-Weaver  
Board Secretary