

**Town of Northwood
Master Plan Steering Committee
May 1, 2023**

Chairman Jandebaur called the meeting to order at 10:07 a.m.

Present: Planning Board Chairman Tim Jandebaur, Vice-Chair Judi Anthony, Selectman Representative Hal Kreider and Member Betty Smith.

Voting Designation: Planning Board Chairman Tim Jandebaur, Vice-Chair Judi Anthony, Selectman Representative Hal Kreider and Member Betty Smith.

Town Staff Present: Land Use Specialist Linda Smith, and Land Use Administrative Assistant Lisa Fellows-Weaver.

Chair Jandebaur opened the RFPs' received for the Master Plan Update and Regulatory Audit. One RFP was received from TMZ, in the amount of \$70,500; HOP grant total awarded for \$40,500, and the approved Warrant Article approved at Town Meeting, in the amount of \$30,000.

Members reviewed the material and general discussions were held. The committee had some additional questions relative to the regulatory audit portion of the RFP, what it encompassed, and expressed concern with the possibility of there may be some confusion. It was agreed that another meeting should be held with the consultant.

Discussion ensued regarding moving forward with the Master Plan portion of the RFP, Phase 1. **On a motion made by Mr. Kreider, and seconded by Ms. B. Smith, the Committee voted unanimously, to approve the Master Plan portion of the RFP and Phase I of the grant proposal, in the amount of \$55,000.**

A conference call was held with the consultant. A follow up meeting was scheduled for Monday May 8, 2023, at 4:30 p.m.

RECESS

On a motion made by Ms. B. Smith, and seconded by Ms. Anthony, the Committee voted unanimously to recess until Monday, May 8, 2023 at 4:30 p.m.

A TRUE RECORD ATTEST:

Lisa Fellows-Weaver,



Land Use Administrative Assistant