



Northwood, NH Board of Selectmen Agenda January 09th, 2024

You may also watch the meeting live on the Town Website here:

<https://livestream.com/accounts/28706232/events/8784532/player?width=640&height=360&enableInfoAndActivity=true&defaultDrawer=&autoplay=true&mute=false>

6:00pm Call to Order, Roll Call

Pledge of Allegiance

Citizen's Forum (15-minute limit, 3 minutes/speaker)

APPOINTMENTS

- 6:00pm Safety Facilities Committee Report**
- 6:30pm Wade Sauls, Rec Commission**
- 7:00pm Linda Smith, (Free Will Baptist Church)**
- 7:30pm Grace Levergood & Grace Mattern (Con Comm)**

Approve Minutes

- December 26th, 2023**
- Consent Agenda**

ONGOING BUSINESS

- TA Report**
- Warrant Articles**

NEW BUSINESS

- Appointments to Rec Commission**
- Nomination of Health Officer**
- Meeting Room configuration - discussion**

Board Committee Reports.

Citizen's Forum (15-minute limit, 3 minutes/speaker)

Nonpublic Session:

Adjournment

***Any person requiring interpretive or other accommodation is asked to contact the Town Office at least 48 hours prior to the start of the meeting.**

SELECTMEN'S AGENDA REQUEST FORM

1/3/2024

DATE OF REQUEST

1/9/2024

REQUESTED AGENDA DATE

#1 AGENDA

Selectmen's Meetings are generally conducted on the 2nd and 4th Tuesday of each month unless otherwise posted, see website for more details. To be considered for inclusion, requests must be received by noon time on the Monday preceding the week of a meeting. Please provide a brief description of why you would like to be on the agenda. Give an explanation of what the reason is, the desired outcome of placing it on the Agenda, and any other pertinent information.

NOTE: Supporting documents are required for the agenda.

Questions regarding the agenda management can be directed to the Town Administrator via phone or email.

#2 NON-PUBLIC SESSION

Non-Public requires specific reason and must meet RSA 91-A:3 II (a) Dismissal, promotion or setting compensation for public employees or II (b) Consideration of hiring employees, or II (c) Matters which if discussed in public would likely affect adversely the reputation of any person unless such person requests an open meeting, or II (d) Consideration of the purchase, sale or lease of real or personal property which if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community, or II (e) Discussion of pending or threatened (in writing) litigation against the Town or Town Officials, Board members or employees, or II (f) Consideration of applications by the adult parole board under RSA 651-A, or II (g) Consideration of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13, or II (i) Consideration of matters relating to the preparation for the carrying out of emergency functions, or II (j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure.

If your request is for a Non-Public Session, please state the reason and RSA letter (a,b,c,d,e,f,g,h,i,j)

Put on the Agenda only: #1 X OR Non-Public Session: #2 _____ RSA letter: _____

The Conservation Commission would like to present a warrant article to the BOS to place conservation easements on the designated town forests.

Grace Levergood, Chair

PRINT NAME

Conservation Commission

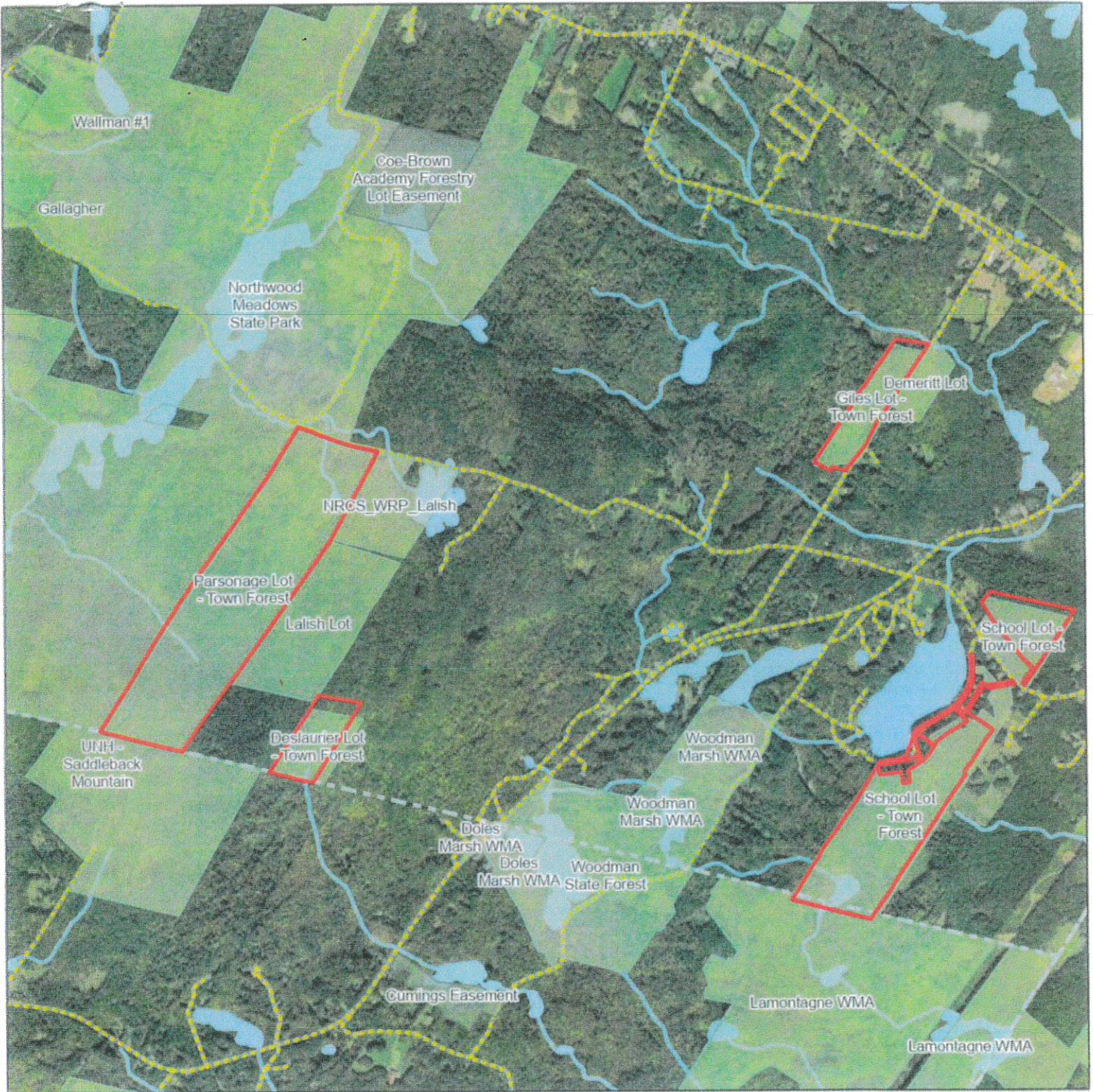
ADDRESS

TEL. NUMBER

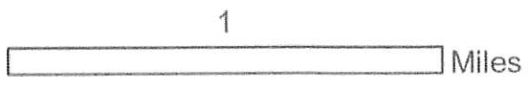
CELL PHONE

TOWN, STATE, ZIP

SIGNATURE: _____



**Northwood Town
Forests
Northwood, NH
Locus Map**



- Bear-Paw Conserved Lands
- NH Public & Conserved Lands
- Rivers & Streams
- Lakes & Ponds
- NH Towns
- State & Local Roads
- Northwood Town Forests

To see if the town will vote to recommend that the board of selectmen place conservation easements on the following town-owned, designated town forests to assure these public properties will be permanently conserved for use only for open space and for the purposes of preservation of wildlife habitat, forestry, and passive recreation, as recommended by the conservation commission. This warrant article is non-binding and advisory only.

List of Properties:

School Lots:	Map 244 Lot 42	102 Acres
	Map 244 Lot 11	32 Acres
Giles Lot	Map 235 Lot 40	29 Acres
Parsonage Lot	Map 236 Lot 9	196 Acres
Deslaurier Lot	Map 242 Lot 20	24 Acres



**TOWN OF NORTHWOOD
BOARD OF SELECTMEN**

**Town of Northwood 818 First NH Turnpike Northwood, NH 03261
(603) 942-5586**

**Board of Selectmen Meeting Minutes
December 26, 2023**

ROLL CALL: Chairman Hal Kreider, Vice-Chair Tim Colby, Select Board Member, and Select Board Member Pam Sanderson. Select Board Member James Guzofski arrived at 6:05.

STAFF PRESENT: Town Administrator Neil Irvine.

6:00 P.M. Chairman Kreider opened the Northwood Board of Selectmen meeting with a roll call and led the pledge of allegiance.

Approve Minutes – December 12, 2023:

Motion: "To approve the minutes of December 12, 2023 as written."

Motion: P. Sanderson

Second: T. Colby

Motion carried by vote of 3 to 0.

Consent Agenda:

Accounts Payable Manifest dated December 20, 2023, Batch #146 for \$1,061,078.86. Includes payments of \$9,521 for a plow for the forestry truck frame; \$12, 923 for side arms for the Police – this will be reimbursed from the trust funds; \$7,500 for tree removal at the cemetery; \$12,393 to the IRS, \$36,693 to the Conservation Commission for their portion of the land use change tax for 2023; \$343,215 to R & D Paving for this year's road work; \$600,000 to the school district; and \$6,609 for town clerk software for 2024.

Payroll Manifest dated December 27, 2023, Batch #122723 for \$58,210.12.

Accounts Payable Manifest dated December 27, 2023, Batch #147 for \$68,220.91. Includes a payment to the IRS of \$12,231; health insurance of \$31,273; and \$10,980 for C & D hauling and tipping.

Reimbursement Request to Trustees of the Trust Fund:

Cable Franchise Fees ETF	\$ 656.50
Cemetery Maintenance ETF	\$ 7,500.00
Road Improvement ETF	\$14,683.01
Police Equipment CRF	\$ 12,923.32
Total reimbursement request =	\$35,762.83

Administrative Abatement: Map 230-82-13 – Ho Sue

43 Others: Intent to Cut – Map 244, Lots 11 & 42 – Town of Northwood – Bryan Comeau
44 Intent to Cut – Map 222, Lot 41 – Jeffrey Cole
45

46 At 6:05, Select Board member Jim Guzofski arrived at the meeting.
47

48 **Motion: “To accept the consent agenda as presented.”**

49 **Motion: T. Colby**

50 **Second: P. Sanderson**

51 **Motion carried by vote of 4 to 0.**
52

53 **TA Report:**

54 In addition to reviewing and approving payroll and AP per the bi-weekly schedule, TA Irvine reported the
55 following items:

56 Staffing: The conditional offer for the Building Inspector/Code Enforcement position was accepted and
57 we are pleased to welcome Devin Haley to the Team. Devin will be working alongside the experienced
58 Building Inspectors that have been supporting the Town these past months to get acquainted with
59 Northwood and the multitude of open projects that he is inheriting. We have also interviewed a number
60 of candidates for the Land Use Admin position and anticipate extending a conditional offer this week.
61 Unfortunately, the vacancy for a full-time patrol officer remains at the PD.

62 Tax Rate: At the request of the Board, I have begun drafting a document to assist the public with
63 understanding what goes into the Tax Rate as unfortunately there appears to be a lot of misinformation
64 circulating, such as the Selectboard is involved in determining the school budget or that there is a straight
65 line from the Operating Budget to the tax rate.

66 2024 Budget: The Budget Committee concluded its deliberations of the recommended Operating Budget
67 and voted to move the Budget as presented to the Budget hearing on Wednesday, Jan 10th. The individual
68 warrant articles have also been reviewed by the Budget Committee and after the addition of clarifying
69 language were voted to the Budget Hearing on the 10th. Two articles are outstanding as final numbers
70 and language are required to provide complete information to the Committee, however I see no obstacle
71 to these articles moving forward.

72 Voting Preparations: TA Irvine has been in regular contact with the Town Clerk to ensure that we are
73 responding to the needs of the Clerk to ensure the upcoming Primary Election, Town Meeting and
74 subsequent General Elections are accommodated with the State mandate to purchase new ballot
75 counting machines. We recently hosted a demonstration of one of the two machines authorized to be
76 used by the Secretary of State and after comparing both machines have placed an order for a VotingWorks
77 tabulator. We will be using the old AccuVote counting machine in the upcoming Primary and anticipate
78 having the new tabulator in time for Town Meeting.

79 The next meetings for the Board are January 9 and 23 at 6:00 p.m.
80

81 **Request for Support: signage on Rt 202:**

82 A letter was received asking for the Board’s support for a request to our State Reps Tudor and Rafter to
83 have a sign erected on Route 202 near their family home on Church Street as a tribute to their father,
84 Herb Rich. Mr. Rich had a long history of service to the town as a police officer for 28 years and serving
85 as the Animal Control Officer and crossing guard for the school. The family is requesting a letter of support
86 that can be forwarded to the State Reps for them to advocate at the state level. P. Sanderson is not sure
87 this is equivalent to other signs erected to honor people that have died in the line of service. J. Guzofski,
88 T. Colby, and H. Kreider would endorse this request. P. Sanderson said she would sign the letter since the
89 consensus of the Board is to support this request.
90

91 Linda Smith, Free Will Baptist Church:

92 Linda Smith addressed the Board as a private citizen and requested it be discussed in open session, as
93 opposed to the non-public session she had originally requested. She read the following statement: “
94 Good evening Selectboard. Thank you for fitting me in your agenda this evening for this timely matter.
95 I am here tonight to speak with you regarding the recent tax bill I received for the Free Will Baptist Church.
96 The December tax bill was for the entire 2023 year and is due by January 10; the June bill was \$0. I do not
97 understand the reason the decision was made at some point in the second half of the year to remove the
98 religious exemption for the church and I was never made aware of the change until I opened the recent
99 tax bill. I want to clearly state that the church was founded to provide religious services to the community
100 and that is the only use that has occurred at the church since it was built in 1842. All required exemption
101 forms have always been filed with the Town of Northwood Assessing Department in a timely manner. I
102 spoke with Northwood’s Assessor Jeff Earls last week and he said he would only have changed the religious
103 exemption if he was recommended to do so by the selectmen. My attorney is unable to be here with me
104 this evening due to her being on vacation this week. It is my understanding that there has been both
105 misinformation and a lack of information regarding the church property. First let me say I am the sole
106 remaining trustee of the last board of trustees of the Free Will Baptist Church that was founded over 150
107 years ago at Northwood Ridge. When church membership had declined some years ago the trustees
108 agreed to two separate efforts to increase the congregation by having pastors from neighboring towns
109 hold church services. Neither effort achieved enough congregants to continue regular weekly services.
110 Religious services have continued to be held on an occasional basis by small groups or for Christian music
111 events. I started working with Attorney Susan Lowry of Upton & Hatfield, PLLC, law offices in Concord
112 prior to the Covid 19 pandemic to convey the property to Sentinel Ministries, a faith-based organization
113 in Tuftonboro, NH that operates a Christian children’s camp and other religious retreats. Attorney Lowry
114 has been working together with the Office of NH Attorney General, Director of NH Charitable Trusts to
115 petition Rockingham County Superior Court to finalize this action. After required legal research, a motion
116 was filed in Superior Court by Attorney Lowry in July of this year to dissolve the former Free Will Baptist
117 Church and allow the property and all assets to be conveyed to Sentinel Ministries. A motion was also
118 filed for publication for the purpose of notification to any and all persons who may claim interest or estate
119 in the property. A hearing was held in Superior Court on the motion for publication in September and was
120 approved by Judge Andrew Schulman. It was hoped at that time that following publication in the Concord
121 Monitor which occurred in October that a court hearing to finalize would be scheduled prior to the year
122 end. Unfortunately, there was an error in the serving of papers that has since been cleared up that caused
123 a minor delay in time. I anticipate receiving a final court date in the very near future. The Free Will Church
124 has been used only for religious purposes on a continuing basis since 1843. There has never been intent
125 to abandon the religious use. I respectfully request you restore the religious exemption and approve an
126 administrative abatement for the \$6,385 in taxes so the upcoming court hearing can proceed allowing the
127 possibility of continuing religious services at the church.”

128
129 TA Irvine stated that this status change occurred during his predecessor’s tenure and would have to look
130 into what occurred. According to the Supreme Court, the property must be owned, occupied, and used
131 for religious purposes, with no specification as to how often it must be used. The definition goes on to
132 say if the property is not being used for religious purposes but is being used for other charitable services
133 commonly associated with a church, that can be recognized as usage. Linda stated that there has been a
134 prayer group meeting at the church on occasion, including during 2023. T. Colby would like to get some
135 background information because the Board did not discuss or vote to change the status of the church.

136 Linda reminded the Board that they did an administrative abatement last year for the Advent Church. J.
137 Guzofski said it is the assessor's role to make sure any group meets the RSA in holding the required
138 religious services regularly. Linda said that no one ever asked her if services were being held at the church.
139 P. Sanderson agreed that the Board has not discussed this church before. H. Kreider agreed that the Board
140 needs more background information before they can make any decision. T. Colby feels this should be
141 tabled until information can be provided. Linda is concerned that the January 10 date to pay the taxes
142 will go by and interest will be owed as well. TA Irvine reminded the Board that they can decide to waive
143 interest payments at any time. That would give him time to pull together the required information for
144 the Board to make a determination. Linda suggested that the assessing clerk should be included in the
145 research as well. She added that it appears to be an effort to challenge the religious exemptions of
146 organizations in town while conducting religious events in this town hall building. H. Kreider said that the
147 Board tries to treat everyone with the same criteria. In the past we found out we were not following the
148 RSA on what it takes to have an exemption. We learned there was a lack of annual documentation that
149 is required for the exemptions. Linda stated she has always filed hers on time each year. TA Irvine clarified
150 that the Board did not take action to change the church's status, but Linda is now asking the Board to take
151 action to reinstate the religious exemption. Linda said the Board should set some policy such as if an
152 exemption is to be removed, the owners should be made aware well before the tax bill is produced. She
153 added that the Board might want to look at religious exemptions across the board. Some of those
154 buildings may or may not be used for religious purposes. H. Kreider said he believes we are moving
155 towards that fairness across the board.

156 **Motion: "To table the matter to gather information and to suspend the collection of interest should the**
157 **matter take longer than January 10 to resolve."**

158 **Motion: P. Sanderson**

159 **Second: T. Colby**

160 **Motion carried by vote of 4 to 0.**

161
162 **DPW Foreman Chris Brown:**
163 Chris said last Sunday through Monday's rainstorm brought a lot of road and tree damage all over town.
164 Two roads were completely impassable and 4 others had significant washouts. These include West St,
165 Sunset Drive, Range Rd, Deerfield Road, Old Pittsfield Road, and one lane on Kelsey. In total about 40
166 trees came down on all roads. Everything was fixed by Thursday thanks to 450 tons of gravel, the two-
167 day rental of a mini-excavator, and use of a three-axle dump truck. All our trucks were fitted with plows
168 and would have been too expensive and labor intensive to remove the plows and then re-install them
169 when the clean-up was over. Chris is waiting on the invoices for the gravel and mini-excavator, but he
170 anticipates the costs to be around \$15,000. TA Irvine said this might be a good use for the recently
171 received unanticipated block grant funds. At the transfer station there was water damage in the ceiling
172 that caused the sheetrock to fall in. When the new electrical was installed for the new compactor, the
173 boot used to secure the line to the roof was designed for a shingle roof and was not adequate for the
174 existing metal roof. Chris will install a metal roof boot on it.

175
176 **Community Center Ceiling:**
177 The Community Hall ceiling is sagging and Chris inspected it. He reported that a section of the roof has
178 blown out and the original wood has given way. Water is running all the way down behind the tin walls.
179 The roof will need to be stripped, plywood added, and re-shingled, just like the town hall meeting room
180 roof had to be done recently. TA Irvine will get an estimate on the job and the balance in the Facilities ETF
181 and bring that information to the Board.

182
183 At 6:55 the Board took a five-minute recess.

184 **7:00 Public Hearing – RSA 31:95(b) III-(a); Accept unanticipated revenue:**

185 H. Kreider said pursuant to RSA 31:95-b, III (a) the Northwood Selectboard will hold a public hearing
186 December 26th, at 7:00 p.m. at the Northwood Town Hall to gather testimony, information and public
187 input concerning the following: To accept and expend unanticipated revenue grant funds from the State
188 of NH appropriated in HB 2 as a one-time bridge payment in the amount of \$19,397.46 for the
189 maintenance, construction and reconstruction of municipally owned bridges. H. Kreider opened the
190 hearing for public comment. There was none. He closed the public comment portion of the hearing.

191 **Motion: “To accept the special one-time payment of bridge funds in the amount of \$19,397.46 and to**
192 **authorize Chairman Kreider to sign any documents.”**

193 **Motion: P. Sanderson**

194 **Second: T. Colby**

195 **Motion carried by vote of 4 to 0.**

196

197 **SRPC Service Agreement:**

198 The annual agreement with Strafford Regional Planning Commission has been received. It has the same
199 language as last year and the \$34,600 cost is a budgeted amount in the 2024 proposed budget.

200 **Motion: “To authorize Chairman Kreider to sign the SRPC agreement.”**

201 **Motion: T. Colby**

202 **Second: P. Sanderson**

203 **Motion carried by vote of 4 to 0.**

204

205 **One Sky CDBG resubmission:**

206 The previous CDBG application from One Sky was not awarded funding in the last round. There is
207 another funding opportunity coming up and they are going to resubmit an application. Consent of that
208 intent requires the Chairman’s signature.

209 **Motion: “To support this CDBG applications and to authorize Chairman Kreider to sign the**
210 **documents.”**

211 **Motion: P. Sanderson**

212 **Second: T. Colby**

213 **Motion carried by vote of 4 to 0.**

214

215 **Elected positions on Warrant:**

216 The following positions are open on the ballot this March:

217 1 Board of Selectman seat. (In the 2022 town report, there was a typo that said J. Guzofski would be up
218 for re-election in 2024, but that was incorrect.)

219 Town Clerk/Tax Collector

220 2 Planning Board seats

221 1 Trustee of the Trust Funds

222 3 Cemetery trustees

223 1 Supervisor of the Checklist

224 1 Moderator

225 1 Budget Committee member for 1 year

226 4 Budget Committee members for 3 years

227 1 Police Commissioner

228 The filing period will be from Jan 24 through Feb 2 at 5:00.

229

230

231

232 **Order of Warrant questions:**

233 H. Kreider said he would like to have the COLA article come right behind the operating budget. Then the
234 Safety Facilities funding should come next. Then all the remaining safety items after that. He asked
235 everyone to think about what order they want the articles in, and it will be discussed and decided on
236 January 9.

237 H. Kreider announced that Beth Boudreau has moved out of town and therefore resigned her position on
238 the Board. There was discussion around whether to fill the seat temporarily, or just wait until March when
239 someone will be elected anyway.

240 **Motion: "To leave the position vacant until the March election."**

241 **Motion: T. Colby**

242 **Second: J. Guzofski**

243 **Motion carried by vote of 3 to 1, with P. Sanderson against.**

244

245 **Board Committee Reports:**

246 H. Kreider reported the Safety Facilities Committee is scheduled to come to the Board on January 9 to
247 provide their report. He feels at that point, the current committee should continue in place for a while
248 until whatever the next steps might be for them.

249

250 P. Sanderson said the Budget Committee requested the Board of Selectmen vote on all the warrant
251 articles. She told them the Board will vote after the public hearing is held. The Zoning Board is still looking
252 for 2 alternates.

253

254 The holiday luncheon last Friday for the staff was well attended and received. It was appreciated that it
255 was held off-site.

256

257 At 7:28,

258 **Motion: "To go into a non-public session under RSA 91-A:3 III (c), reputation."**

259 **Motion: P. Sanderson**

260 **Second: J. Guzofski**

261 **Motion carried by roll call vote of 4 to 0.**

262

263 TA Irvine presented an update on the Bankruptcy proceedings involving a resident in tax arrears. The
264 Court has moved the matter to Chapter 7 and instructed the Trustees to liquidate assets. The Town has
265 primacy with the tax liens. TA Irvine presented the Board with a Payment Arrangement for a resident who
266 cannot pay their 2023 2nd tax bill in full. They are current with their taxes. The Board agreed to sign the
267 Agreement.

268

269 **At 7:37** ,

270 **Motion: "To return to public session."**

271 **Motion: J. Guzofski**

272 **Second: P. Sanderson**

273 **Motion carried by vote of 4-0**

274

275 **At 7:38** ,

276 **Motion: "To adjourn the meeting."**

277 **Motion: T. Colby**

278 **Second: J. Guzofski**

279 **Motion carried by vote of 4-0**

DRAFT

280
281 Minutes respectfully submitted by
282 Cheryl Eastman
283

Northwood NH Consent Agenda for January 9, 2024

Accounts Payable Manifest dated 12/31/23

Batch #148 for \$21,709.74

Accounts Payable Manifest dated 01/10/24

Batch #149 for \$41,091.76

Accounts Payable Manifest dated 01/10/24

Batch #150 for \$68,709.40

Payroll Manifest dated 01/10/24

Batch #011024 for \$59,375.54

Abatements: Approve or Deny per Assessor's Recommendations

Map 219-35 – Locke

Map 223-12 – Congregational Church

Property Tax Exemptions: Approve or Deny per Assessor's Recommendations

Elderly Exemption – Map 219 Lot 35 – Ronald Locke

Approved by a vote of ____ **Yes**, ____ **No** on January 9, 2024

_____ Hal Kreider

_____ Tim Colby

_____ James Guzofski

_____ Pamela Sanderson



2023 ABATEMENT RECOMMENDATION

DATE December 28, 2023

TOWN OF: Northwood

TO: Board of Selectmen

FROM: Jeff Earls, Assessor

OWNER: Locke

PROPERTY LOCATION: 213 Ridge Road

Map & Lot: 219-35

COMMENTS: Taxpayer's elderly exemption was removed when the Town took the property for back taxes. When it was bought back, the exemption was not reinstated but it should have been.

Abatement: 162,500 X Tax Rate, ~~0.180~~ Abate ~~294.50~~ Interest _____ Total _____

ABATEMENT GRANTED

ABATEMENT DENIED

Signature/Date

Signatures/Date

Cross Country Appraisal Group, LLC

12 Kayak Way, Unit 1-1, Boscawen, NH 03303 • Tel (603) 415-0130 • Fax (603) 415-0131 •
jearls@xcag.com

ADMINISTRATIVE ABATEMENT

Name: Congregational Chru
Address: 881 First NH Turnpike

Map/Lot/Sub: 223/12

Property Description: 881 First NH Turnpike

Tax Year Abated: 2023 Tax Rate: 0.01258

Abatement Year	Old Assessed Value	New Assessed Value	Adjustment (or -)	Abated Tax
<u>2023</u>	<u>\$580,400</u>	<u>\$0</u>	<u>\$580,400</u>	<u>\$8,010</u>

Total: \$8,010.00 Jeff Earls, Assessing Agent

Abatement Recommendation: Late submission of A9 for 2023.

The above adjustment is granted: _____ The above adjustment is denied: _____

Board of Selectmen

Board of Selectmen

Date: _____

Harold Kreider, Chair

Pamela Sanderson, Selectman

Tim Colby, Vice Chair

Jim Guzofski, Selectman

Adjustments Completed: INITIALS

Tax Collector A/R:

OWNER AND APPLICANT INFORMATION

STEP 1
OWNER
AND
APPLICANT
NAME
AND
ADDRESS

OWNER If required, is a PA-33 on file?
 YES NO

APPLICANT'S LAST NAME Locke APPLICANT'S FIRST NAME Ronald MI A PHONE NUMBER 603-942-7005

APPLICANT'S LAST NAME _____ APPLICANT'S FIRST NAME _____ MI _____ PHONE NUMBER _____

MAILING ADDRESS PO Box 56

CITY/TOWN NORTHWOOD STATE NH ZIP CODE 03267

PROPERTY ADDRESS 213 RIDGE RD TAX MAP 219 BLOCK 35 LOT 0

IS THIS YOUR PRIMARY RESIDENCE? YES NO

PROPERTY OWNER NAME

STEP 2
VETERANS'
TAX CREDITS
AND
EXEMPTION

VETERAN'S INFORMATION

1. APPLICANT IS THE: Veteran Spouse Surviving Spouse

2. APPLYING FOR:
 Veterans' Tax Credit (RSA 72:28) Standard (\$50) / Optional (\$51 up to \$750)
 All Veterans' Tax Credit (RSA 72:28-b) *If Adopted by Town* Standard (\$50) / Optional (\$51 up to \$750)
 Tax Credit for Service-Connected Total Disability (RSA 72:35) Standard (\$700) / Optional (\$701 up to \$4,000)
 Tax Credit for Surviving Spouse (RSA 72:29-a) "...of any person who was killed or died while on active duty..."
 Tax Credit for Combat Service (RSA 72:28-c) *If Adopted by Town* (\$50 up to \$500)
 Certain Disabled Veterans (Exemption) (RSA 72:36-a)

3. Veteran's Name _____ Dates of Military Service Enter (MMDDYYYY) _____

4. Date of Entry _____ 5. Date of Discharge/Release (if applicable) _____

IF A VETERAN OF ALLIED COUNTRY: (RSA 72:32)

6. Name of Allied Country Served In _____ 7. Branch of Service _____

9. Does any other eligible Veteran own interest in this property?
 YES NO If YES, provide name

8. Please Check One.
 US Citizen at time of entry into Service
 Alien but resident of NH at time of entry into Service

STEP 3
EXEMPTIONS

STANDARD EXEMPTIONS

10. Elderly Exemption (Must be 65 years of age on or before April 1 of year for which exemption is claimed) (RSA 72:39-a)
 (Enter numbers only MMDDYYYY) 10a. Applicant's Date of Birth 02-16-1946 10b. Spouse's Date of Birth 09-02-1959

11. Improvements to Assist Persons with Disabilities (RSA 72:37-a)

12. Blind Exemption (RSA 72:37)

LOCAL OPTIONAL EXEMPTIONS (If adopted by city/town)

13. Deaf Exemption (RSA 72:38-b) Electric Energy Storage Systems Exemption (RSA 72:85)
 Disabled Exemption (RSA 72:37-b) Wind-Powered Energy Systems Exemption (RSA 72:86)
 Solar Energy Systems Exemption (RSA 72:62) Woodheating Energy Systems Exemption (RSA 72:70)
 Renewable Generation Facilities and Electric Energy Storage Systems Exemption (RSA 72:87)

14. NH Resident for One Year preceding April 1 in the year in which the tax credit is claimed (Veterans' Tax Credit)
 NH Resident for Five Consecutive Years (Deaf) or At least Five Years (Disabled) preceding April 1 in the year the exemption is claimed
 NH Resident for Three Consecutive Years preceding April 1 in the year the exemption is claimed (Elderly Exemption)

STEP 4
RESIDENCY

STEP 5
OWNERSHIP

15. Do you own 100% interest in this residence? Yes No If NO, what percent (%) do you own? _____

STEP 6
SIGNATURES

Under penalties of perjury, I declare that I have examined this document and to the best of my belief the information herein is true, correct and complete.

Ronald A. Locke 12-28-23
 SIGNATURE (IN INK) OF PROPERTY OWNER DATE

 SIGNATURE (IN INK) OF PROPERTY OWNER DATE

PERMANENT APPLICATION FOR PROPERTY TAX CREDITS/EXEMPTIONS

MUNICIPAL AUTHORIZATION - TO BE COMPLETED BY MUNICIPAL ASSESSING OFFICIALS

VETERANS' TAX CREDIT

MUNICIPAL TAX MAP BLOCK LOT

	AMOUNT	GRANTED	DENIED	DATE
<input type="checkbox"/> Veterans' Tax Credit RSA 72:28 (Standard \$50; Optional \$51 up to \$750)	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> All Veterans' Tax Credit RSA 72:28-b (Standard \$50; Optional \$51 up to \$750)	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Tax Credit for Service-Connected Total Disability (Standard \$700; Optional \$701 up to \$4,000)	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Surviving Spouse Tax Credit (Standard \$700; Optional \$701 up to \$2,000)	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Tax Credit for Combat Service pursuant to RSA 72:28-c (\$50 up to \$500)	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Reviewed documents submitted by applicant (list documents reviewed)	<input type="text"/>			
<input type="checkbox"/> Other Information	<input type="text"/>			

VETERANS' EXEMPTION

Certain Disabled Veterans' Exemption GRANTED DENIED

APPLICABLE ELDERLY, DISABLED AND DEAF EXEMPTION INCOME AND ASSET LIMITS

CONTACT YOUR MUNICIPALITY FOR INCOME AND ASSET LIMITS

Income Limits	Deaf Exemption	Disabled Exemption	Elderly Exemption	Elderly Exemption Per Age Category	
Single	<input type="text"/>	<input type="text"/>	<input type="text"/>	65-74 years of age	<input type="text"/>
Married	<input type="text"/>	<input type="text"/>	<input type="text"/>	75-79 years of age	<input type="text"/>
Asset Limits				80+ years of age	<input type="text"/>
Single	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Married	<input type="text"/>	<input type="text"/>	<input type="text"/>		

STANDARD and LOCAL OPTIONAL EXEMPTIONS

	AMOUNT	GRANTED	DENIED	DATE
<input type="checkbox"/> Elderly Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Improvements to Assist Persons with Disabilities	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Blind Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Deaf Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Disabled Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Electric Energy Storage Systems Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Solar Energy Systems Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Woodheating Energy Systems Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Wind-powered Energy Systems Exemption	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="checkbox"/> Renewable Generation Facilities and Electric Energy Storage Systems	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>

A photocopy of this Form (Pages 1 and 2) or Form PA-35 must be returned to the property owner after approval or denial.

The following documentation may be requested at the time of application in accordance with RSA 72:34, II.

- * List of assets, value of each asset, net encumbrance and net value of each asset.
- * State Interest and Dividends Tax Form.
- * Statement of applicant and spouse's income.
- * Property Tax Inventory Form filed in any other town.
- * Federal Income Tax Form.

* Documents are considered confidential and must be returned to the applicant once a decision is made on the application.

Municipal Notes

12/28/23

meets statutory requirements for elderly exemption JR

PRINT / TYPE NAME OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	SIGNATURE (IN INK) OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	DATE
PRINT / TYPE NAME OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	SIGNATURE (IN INK) OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	DATE
PRINT / TYPE NAME OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	SIGNATURE (IN INK) OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	DATE
PRINT / TYPE NAME OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	SIGNATURE (IN INK) OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	DATE
PRINT / TYPE NAME OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	SIGNATURE (IN INK) OF SELECTMAN / MUNICIPAL ASSESSING OFFICIAL	DATE



TOWN ADMINISTRATOR'S REPORT

TO: Board of Selectmen
FROM: Neil Irvine, Town Administrator
DATE: January 5, 2024

In addition to reviewing and approving payroll and AP per the bi-weekly schedule.

Staffing: I am pleased to report that the conditional offer that was extended for the Land Use Admin Asst. position was accepted, and we are now working through the pre-employment process with an anticipated onboarding next week.

Community Center Roof: After receiving a quote to repair the Community Center roof from D&C Roofing I attempted to secure additional comparative quotes. Unfortunately, of the 2 companies I contacted one declined to quote the job, and the other had not returned my call by noon on Thursday. With the forecast for significant snow accumulation over the weekend I contacted D&C who indicated they could have the job completed this week. The work was completed on Friday before the snow arrived.

Capital Reserve Fund: A definition of 'complex' was sought as it relates to a Safety Complex as there are 2 questions proposed for the 2024 Warrant addressing the Police and Fire infrastructure. In reading the historical record for the Capital Reserve fund identified as "Northwood Safety Complex" additional questions were raised regarding purpose and prior appropriations. Town counsel and DRA have been contacted for clarification and guidance.

Property Tax Exemptions: Research was conducted into the eligibility and application of the religious exemption from property taxes per RSA 72:23 which included consultation with Town counsel. As previously stated, ownership is not sufficient to qualify, and the Supreme Court has upheld that it is the duty of the municipality to investigate if the exemption is warranted, and that the applicant bears the burden of demonstrating they are entitled to the exemption.

2024 Warrant: The last day to introduce a petition warrant article is January 9th. No petitions have been received as of Friday January 5th.

The next meetings of the Selectboard are scheduled for January 23rd and February 13th at 6pm

Article x: 2024 OPERATING BUDGET

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **four million five hundred seventy-nine thousand eighteen dollars (\$4,579,018)** Should this article be defeated, the default budget shall be **four million ninety thousand six hundred & thirty dollars. (\$4,090,630)** which is the same as last year, with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Majority vote required)

(Estimated Tax, net of estimated revenue, \$)

(Recommended by the Budget Committee) 10-5

(Recommended by the Board of Selectmen)

Article x: TOWN EMPLOYEE COST OF LIVING INCREASE

Shall the Town vote to raise and appropriate the sum of **eighty-one thousand one hundred dollars (\$81,100)** to cover the salary and benefits-cost associated with providing a 3% COLA (cost of living adjustment) in 2024 for all town employees. Said amount to come from taxation.

(Majority vote required)

(Tax Estimate \$0.09)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: NORTHWOOD SAFETY COMPLEX CRF

Shall the Town vote to change the purpose of the existing Northwood Safety Complex, to the Public Safety Facilities CRF, with the Selectboard named as agents to expend.

(2/3 vote required)

Article x: NORTHWOOD SAFETY COMPLEX CRF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **one hundred thousand dollars (\$100,000)** to be used to engage the professional services to develop the necessary plans, and engineering associated with addressing the critical need for new Public Safety Facilities.

(Majority vote required)

(Tax Estimate \$0.10)

(Recommended by the Budget Committee) 10-1

(Recommended by the Board of Selectmen)

Article x: FIRE DEPARTMENT AMBULANCE LEASE/PURCHASE PAYMENT

Shall the Town vote to raise and appropriate **twenty-six thousand two hundred twenty-five dollars (\$26,225)** as the fourth payment on a 7-year lease/purchase agreement for an ambulance with said funds to come from the Fire Rescue Vehicle Replacement Special Revenue Fund established for this purpose. If this article is defeated the vehicle must be returned and the town loses the \$100,000 down payment and all prior years' payments.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: FIRE APPARATUS LEASE/PURCHASE PAYMENT

Shall the Town vote to raise and appropriate **fifty-two thousand two hundred thirty-seven dollars (\$52,237)** as the fourth payment on a 5-year lease/purchase agreement for a Tanker Truck with said funds to come from the Fire Rescue Vehicle Replacement Special Revenue Fund established for this purpose. If this article is defeated the vehicle must be returned and the town loses the \$300,000 down payment and all prior years' payments.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: NARROWS FIRE STATION ROOF REPLACEMENT

Shall the Town vote to raise and appropriate the sum of **thirty-five thousand dollars (\$35,000)** for the replacement of the roof on the Narrows Fire Station at 85 Main Street. Said project including but not limited to removing the existing roofing material, repairing any structural defects, and installing new shingles to meet all building codes.

(Majority vote required)

(Tax Estimate \$0.04)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: FIRE APPARATUS PURCHASE

Shall the Town vote to raise and appropriate **four hundred thousand dollars (\$400,000)** for the purpose of replacing the 1996 Spartan Fire Engine and with said funds to come from the Fire Rescue Vehicle Replacement Special Revenue Fund established for this purpose.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 9-2

(Recommended by the Board of Selectmen)

Article x: HIGHWAY DUMP TRUCK LEASE/PURCHASE PAYMENT

Shall the Town vote to raise and appropriate a sum of **twenty-six thousand four hundred thirty-nine dollars (\$26,439)** for the sixth-year lease payment of the seven-year lease/purchase agreement of a highway dump truck that was approved at the 2019 Town Meeting. If this article is defeated the vehicle must be returned and the town loses all prior years' payments.

(Majority vote required)

(Tax Estimate \$0.03)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: ROAD IMPROVEMENT ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **two hundred and fifty thousand dollars (\$250,000)** to be used for improvements to Town roads, including but not limited to paving, installing, and replacing culverts, tree removal prior to road work, crack sealing, ditching, grading, and full reconstruction in accordance with the Town's Road Surface Management Plan.

(Majority vote required)

(Tax Estimate \$0.27)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: Establish a Winter Maintenance Expendable Trust Fund

Shall the Town vote to establish a Winter Maintenance Expendable Trust Fund for unanticipated winter maintenance expenses, meaning sand, salt, and contract plowing, in excess of projected needs and appropriate the sum of **twenty thousand dollars (\$20,000)** to be placed in said fund and further to name the Board of Selectmen as agents to expend from said fund without further authorization. Said amount to come from the unassigned fund balance as of December 31, 2023.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 13-2

(Recommended by the Board of Selectmen)

Article x: BUILDING MAINTENANCE ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **fifteen thousand dollars (\$15,000)** to be added to the Building Maintenance Expendable Trust Fund previously established. Said amount to come from the unassigned fund balance as of December 31, 2023.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: LAGOON MAINTENANCE AND REPAIR EXPENDABLE TRUST FUND

Shall the Town vote to expand the purpose of the Lagoon Maintenance and Repair Expendable Trust Fund to include the development of the closure plan as required by DES, with the Selectboard named as agents to expend.

(2/3 vote required)

Article x: LAGOON MAINTENANCE AND REPAIR ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **twenty-five thousand dollars (\$25,000)** to be placed in the Lagoon Maintenance and Repair Expendable Trust Fund. Said amount to come from the unassigned fund balance as of December 31, 2023

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: TRANSFER STATION EXPENDABLE TRUST FUND

Shall the Town vote to expand the purpose of the Transfer Station Facility Expendable Trust Fund to include the development of the closure plan as required by DES, with the Selectboard named as agents to expend.

(2/3 vote required)

Article x: TRANSFER STATION FACILITY ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **ten thousand dollars (\$10,000)** to be deposited into the Transfer Station Facility Expendable Trust Fund previously established for the maintenance, improvement and repairs of the transfer station facility. Said amount to come from the unassigned fund balance as of December 31, 2023. Current balance in this fund as of December 31, 2023: \$x.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: HIGHWAY EQUIPMENT EXCAVATOR PURCHASE

Shall the Town vote to raise and appropriate the sum of **eighty thousand dollars (\$80,000)** for the purchase of a mini-excavator (15,000lb) for the Highway Department.

(Majority vote required)

(Tax Estimate \$0.09)

(Recommended by the Budget Committee) 8-7

(Recommended by the Board of Selectmen)

Article x: VESTED BENEFIT TIME ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **twenty thousand dollars (\$20,000)** to be added to the Benefit Vested Time Expendable Trust Fund previously established. Said amount to come from the unassigned fund balance as of December 31, 2023.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: RT 4 RECREATION FIELDS IMPROVEMENTS

Shall the Town vote to raise and appropriate the sum of **thirty thousand dollars (\$30,000)** to continue improvements to the recreation complex located on Rt 4 as recommended by the Recreation Commission, including but not limited to expansion of parking, improving drainage, loaming and seeding and general equipment and improvements to the existing fields.

(Majority vote required)

(Tax Estimate \$0.03)

(Recommended by the Budget Committee) 15-0

(Recommended by the Board of Selectmen)

Article x: RECREATION FACILITIES ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **twenty thousand dollars (\$20,000)** to be deposited into the Recreation Facilities Expendable Trust Fund previously established for the maintenance, improvement, and repairs of Town recreational facilities, beyond the capabilities of department personnel and equipment. Said amount to come from the unassigned fund balance as of December 31, 2023. Current balance in this fund as of December 31, 2023: \$x.

(Majority vote required)

(No Tax Impact)

(Recommended by the Budget Committee)

(Recommended by the Board of Selectmen)

Article x: CREATING A FULL TIME ASSISTANT LIBRARIAN

Shall the Town vote to approve creating a full-time assistant librarian position and to raise and appropriate the sum of **twenty-four thousand two hundred and fifty-four (\$24,254)** to pay the additional wages and benefits not included in the proposed operating budget and further to authorize the Library Trustees and Budget Committee to include the necessary funds in future operating budgets to support this new full-time 35 hour per week position. This position is currently part time at approximately 30 hours/week.

(Majority vote required)

(Tax Estimate \$0.03)

(Recommended by the Budget Committee) 9-2

(Recommended by the Board of Selectmen)

Article x: MASTER PLAN UPDATE

Shall the Town vote to raise and appropriate the sum of **thirteen thousand two hundred dollars (\$13,200)** to continue updating of the Town's Master Plan. This sum will provide for an update of the Economic Development chapter. Said amount to come from taxation.

- (Majority vote required)
- (Tax Estimate \$0.01)
- (Recommended by the Budget Committee)
- (Recommended by the Board of Selectmen)

Article x: Establish a Fire Hydrant Expendable Trust Fund

Shall the Town vote to establish a Fire Hydrant Expendable Trust Fund to allow for the installation of, or the unanticipated repairs and replacement of the 20 Fire Hydrants within the Town of Northwood and appropriate the sum of **seven thousand, five hundred dollars (\$7,500)** to be placed in said fund and further to name the Board of Selectmen as agents to expend from said fund without further authorization. Said amount to come from the unassigned fund balance as of December 31, 2023.

- (Majority vote required)
- (No Tax Impact)
- (Recommended by the Budget Committee) 13-2
- (Recommended by the Board of Selectmen)

Article x: Discontinue Highway Safety Capital Reserve Fund

Shall the town vote to discontinue the Highway Safety Capital Reserve Fund. Said funds and accumulated interest to date of withdrawal, are to be transferred to the municipality's general fund. (Majority vote required)

Article x: EXPENDABLE TRUST FUND DEPOSITS

Shall the Town vote to raise and appropriate the sum of **x (\$x)**, to be placed in the following existing expendable trust funds created under RSA 31:19 - a. These amounts represent the amount of user fees deposited in the general fund in 2023 for these purposes, and the appropriation shall be funded by the withdrawal of the sum from the unexpended fund balance as of December 31, 2023. Current balance as of December 31, 2023: Cable \$x Transfer Station \$x, and Cemetery: \$x.

Cable Expendable Trust Fund \$x	Transfer Station Expendable Trust Fund \$x	Cemetery Expendable Trust Fund \$x
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- (Majority vote required)
- (No Tax Impact)
- (Recommended by the Budget Committee)
- (Recommended by the Board of Selectmen)

Article x: TERRESTRIAL INVASIVE SPECIES ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **six thousand dollars (\$6,000)** to be deposited into the previously established Terrestrial Invasive Species Expendable Trust Fund. Current balance as of December 31, 2023: \$x

- (Majority vote required)
- (Tax Estimate \$0.01)
- (Recommended by the Budget Committee) 11-0
- (Recommended by the Board of Selectmen)

Article x: AQUATIC INVASIVE SPECIES PREVENTION ETF DEPOSIT

Shall the Town vote to raise and appropriate the sum of **eleven thousand five hundred dollars (\$11,500)** to be deposited into the previously established Aquatic Invasive Species Prevention & Control Expendable Trust Fund. Current balance in this fund as of December 31, 2023: \$x.

(Majority vote required)

(Tax Estimate \$0.01)

(Recommended by the Budget Committee) 10-0-1

(Recommended by the Board of Selectmen)

Article x: AQUATIC INVASIVE SPECIES PREVENTION ETF

Shall the Town vote to expand the purpose of the existing Aquatic Invasive Prevention ETF, created 2017, to include the prevention of bacterial contaminate, and further to recognize education as an effective prevention mechanism for these conditions, with the Selectboard named as agents to expend.

(2/3 vote required)

Article x: AQUATIC INVASIVE SPECIES TREATMENT ETF

Shall the Town vote to expand the purpose of the existing Aquatic Invasive Species Treatment & Control ETF, created 2003 and amended 2015, to include the control of bacterial contaminate, and further to recognize education as an effective control mechanism for these conditions, with the Selectboard named as agents to expend.

(2/3 vote required)

Article x: 250th ANNIVERSARY ETF

Shall the Town vote to change the purpose of the existing 250th Anniversary ETF, to the 275th Anniversary ETF, with the Selectboard named as agents to expend.

(2/3 vote required)



TOWN OF NORTHWOOD, NH
RECREATION COMMISSION
MEETING MINUTES
January 2, 2024

Scott would like to have a joint meeting with the Conservation Commission in February.

Scott talked with BOS re: Christmas tree. There were some questions with the intentions of the tree. The current tree will be cut down and replaced with a smaller tree in the spring. Santa parade was canceled because of rain. 97 letters to Santa were responded to with 20 volunteers.

New Member Candidate Introduction and Discussion

Currently, there are 4 of 6 spots filled. There's a possibility of having a 3rd seat available soon. Wade will ask the BOS for a new representative to join the Rec Commission from the BOS.

Matt made a motion to recommend Ben Winsor to the BOS to be a member on the Rec Commission. Wade seconded the motion. Motion passed 3-0.

Matt made a motion to recommend Mike LeBlanc to the BOS to be a member on the Rec Commission. Wade seconded the motion. Motion passed 2-1.

T.J. motioned to table the recommendation of Andrea Kraus until she can meet with the Rec Commission. Matt seconded the motion. Motion passed 3-0.

Member Update / Other New Business

Fishing derby – would like to do it again but will need to fund it to stock with fish – possibly looking at 5/11/24 for the date. Put on agenda for next month.

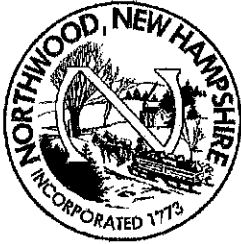
Easter Egg Hunt coming up possibly on 3/30/24. Possibly host the adult event on 3/29/24.

Matt motioned to recommend to the Director to not host the Ice Fishing derby this year. Wade seconded. Motioned passes 3-0.

Matt discussed having an annual full stakeholder meeting (Friends of Rec, Baseball, Lacrosse, Conservation Commission, Library, Crankpullers, Lions Club/Rotary Club, Beanhole Bash).

Adjournment

T.J. motioned to adjourn. Matt seconded. Motion passed 3-0
Meeting adjourned 7:08pm



TOWN OF NORTHWOOD, NEW HAMPSHIRE

818 First New Hampshire Turnpike, Northwood NH 03261
(603)942-5586 Facsimile: (603)942-9107
adminassist@town.northwood.nh.us

APPLICATION FOR BOARDS/COMMITTEES

NAME: Ben Winsor DATE: 12/6/23

ADDRESS: 176 Harmony Road, Northwood

TELEPHONE: 303.416.0781 EMAIL: winsorbr@gmail.com

BOARD/COMMITTEE APPLYING FOR: Recreation Commission

ARE YOU AVAILABLE TO ATTEND EVENING MEETINGS? Yes

Please list any experience, skills and/or qualifications which you feel would

especially suit you for this position: _____

Father of children ages 10, 6 and 4. Former preschool
level soccer coach. General desire for my kids and thier
friends to have access to recreation options in Northwood.

Please describe any aspect of your education that may be beneficial for the board or
committee that you would like to serve on: _____

Bachelors degree in Civil Engineering and a licensed
Professional Engineer in New Hampshire.

Please describe any employment or work history that would contribute to your position
on the requested board or committee: _____

Employment is focused around engineering and
heavy construction, which may assist in facilities
improvements or modifications.



**OATH OF OFFICE
TOWN OF NORTHWOOD, NEW HAMPSHIRE**

To Ben Winsor of Northwood in the County of Rockingham.

WHEREAS, there is a vacancy in the Recreation Commission in said Town of Northwood and whereas, we the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said Ben Winsor as a member of the Recreation Commission in said Town of Northwood and upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office, until another person shall be chosen and qualified in your stead.

Your term of office expires on March 31, 2026

Given under our hands this 9 Day of January 2024

Board of Selectmen
Town of Northwood, NH

I, Ben Winsor do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the Recreation Commission according to the best of my abilities, agreeable to the rules and regulations of the constitution and laws of the State of New Hampshire.

SO HELP ME GOD. _____

STATE OF NEW HAMPSHIRE, ss.

ROCKINGHAM COUNTY,

Personally, appeared the above-named Ben Winsor who took and subscribed the foregoing oath before me, _____,

Date: _____.

Received and Recorded:



TOWN OF NORTHWOOD, NEW HAMPSHIRE

818 First New Hampshire Turnpike, Northwood NH 03261

(603)942-5586 Facsimile: (603)942-9107

adminassist@town.northwood.nh.us

APPLICATION FOR BOARDS/COMMITTEES

NAME: Michael LeBlanc DATE: _____

ADDRESS: 359 Ridge Rd.

TELEPHONE: 603-942-6582 EMAIL: dyhmidgetcoach@aol.com

BOARD/COMMITTEE APPLYING FOR: Rec Committee

ARE YOU AVAILABLE TO ATTEND EVENING MEETINGS? Yes

Please list any experience, skills and/or qualifications which you feel would

especially suit you for this position: I ran the Rochester Independent

Softball League in Gonic NH for 10 yrs.

I also was a Coach with Dover Youth Hockey and

St. Thomas High School

Please describe any aspect of your education that may be beneficial for the board or

committee that you would like to serve on: I have taken many on-line classes

with Walmart to learn about project management and processes.

- Six Sigma

Please describe any employment or work history that would contribute to your position

on the requested board or committee: I owned my own bussness as a

Mec Tool Salesman so I know about budgets, and now I am

a manager with Walmart at the truck shop.



**OATH OF OFFICE
TOWN OF NORTHWOOD, NEW HAMPSHIRE**

To **Michael LeBlanc** of Northwood in the County of Rockingham.

WHEREAS, there is a vacancy in the Recreation Commission in said Town of Northwood and whereas, we the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Michael LeBlanc** as a member of the Recreation Commission in said Town of Northwood and upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties and be subject to the liabilities of such office, until another person shall be chosen and qualified in your stead.

Your term of office expires on March 31, 2026

Given under our hands this 9 Day of January 2024

Board of Selectmen
Town of Northwood, NH

I, **Michael LeBlanc** do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the Recreation Commission according to the best of my abilities, agreeable to the rules and regulations of the constitution and laws of the State of New Hampshire.

SO HELP ME GOD. _____

STATE OF NEW HAMPSHIRE, ss.

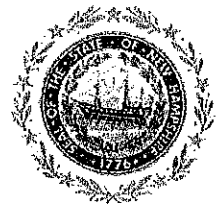
ROCKINGHAM COUNTY,

Personally, appeared the above-named **Michael LeBlanc** who took and subscribed the foregoing oath before me, _____,

Date: _____.

Received and Recorded:

HEALTH OFFICER AND/OR DEPUTY NOMINATION FORM



Application Information

Health Officer (HO) X New Appointment Renewal
 Deputy Health Officer (DHO) New Appointment Renewal

Please complete all elements of this form. The information is required per New Hampshire State Law RSA 128 and ensures the ability of the New Hampshire Division of Public Health Services (DPHS) to communicate with Health and Deputy Health Officers during local or statewide emergencies. If the health officer position is temporarily vacant, please identify one (1) person on the Board of Selectmen (BOS) to serve as the contact with DPHS. Please list that person's mobile number and email in case of health emergencies.

Per recent changes to RSA 128:9, all nominated persons must have a criminal background check on file with the town.

As of June 2021, Health Officers and Deputy Health Officers are required to complete a 3-hour training course within the first year of their appointment. Completion of this nomination form provides for a conditional appointment that will be finalized upon proof the health officer's completion of the training course.

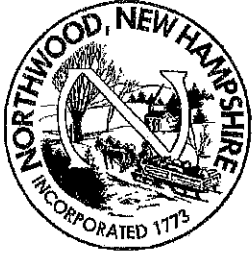
<p>Town Information Town: <u>NORTHWOOD</u> Town Manager/Admin. Name: <u>NEIL IRVINE</u> Email: <u>nirvine@northwoodnh.org</u> Phone: <u>603.942.5586</u></p>	<p>Board of Selectmen Information Mailing Address: <u>818 FIRST NH Turnpike</u> City/State/Zip: <u>NORTHWOOD NH 03261</u> Email: <u>adminassist@northwoodnh.org</u> Phone: <u>603.942.5586</u></p>
<p>Health Officer Information Name: <u>DEVIN HALEY</u> Municipal Mailing Address: <u>818 FIRST NH Turnpike</u> <u>NORTHWOOD NH 03261</u> Office Phone: <u>603.942.5586 ext 2003</u> Cell Phone (required): <u>603.953.8941</u> Email (required): <u>BICE@northwoodnh.org</u> Fax Line: _____ Date of Birth: <u>11/11/92</u> Background check (required) completed on (date) <u>12/06/23</u> Is this background check on file? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>Deputy Health Officer Information (if applicable) Name: _____ Municipal Mailing Address: _____ Office Phone: _____ Cell Phone (required): _____ Email (required): _____ Fax Line: _____ Date of Birth: ___/___/___ Background check (required) completed on (date) _____ Is this background check on file? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Primary Occupation (circle or bold) Fire EMT/Paramedic Town Adm./Manager Code Enforcement/Building Inspector Health Officer/DHO Only Other _____ Town Position Type: (circle one) Full Time Part-time <u>Per Diem</u> Volunteer Signature of Health Officer: <u>[Signature]</u> Date: <u>01.04.24</u> Signature of Board of Selectmen (3 minimum): Print Name: _____ Print Name: _____ Print Name: _____</p>	<p>Deputy Occupation - (circle or bold) Fire EMT/Paramedic Town Adm./Manager Code Enforcement/Building Inspector Health Officer/DHO Only Other _____ Town Position Type: (circle one) Full Time Part-time Per Diem Volunteer Signature of Deputy: _____ Date: _____ Signature: _____ Signature: _____ Signature: _____</p>

YOU MAY RETURN FORM VIA Email, Post or Fax:

EMAIL: Healthofficer@dhhs.nh.gov
 POSTAL SERVICE: Sophia Johnson, Health Officer Specialist.
 NH DHHS, Bureau of Public Health Protection, 29 Hazen Drive, Concord, NH 03301-6504 FAX: 603-271-8705 Phone: 603-271-3468

Do not write in this box — For State Office Use Only		
Appointment Date:	Expiration Date:	New/Renew

FBI



TOWN OF NORTHWOOD, NEW HAMPSHIRE
Board of Selectmen

818 First New Hampshire Turnpike, Northwood NH 03261
(603)942-5586 Facsimile: (603)942-9107

January 02, 2024

Representative Paul Tudor
167 Bow Street
Northwood, NH 03261

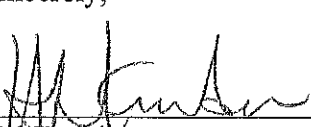
RE: Herb Rich recognition signage, Route 202 Northwood.

Dear Representative Tudor,

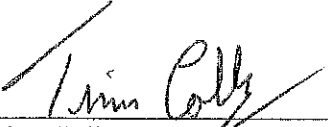
On December 26, 2023, the Selectboard for the Town of Northwood unanimously endorsed the request, submitted by his family, to have a sign erected on Route 202 near the family home to recognize the life of service of Herb Rich. Mr. Rich had a long history of service including 28 years as a police officer, and subsequently as the animal control officer and after "retirement" as a crossing guard for the school.

As our State Representative we respectfully request that you work with the Rich family to move the effort forward to honor this dedicated public servant. We look forward to your positive response.

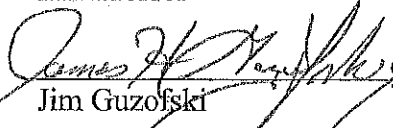
Sincerely,



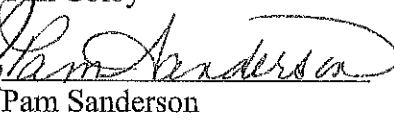
Hal Kreider



Tim Colby

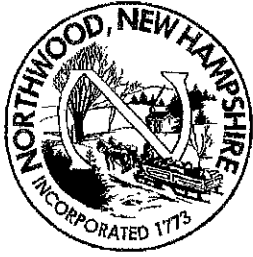


Jim Guzowski



Pam Sanderson

F4Z



TOWN OF NORTHWOOD, NEW HAMPSHIRE
Board of Selectmen

818 First New Hampshire Turnpike, Northwood NH 03261
(603)942-5586 Facsimile: (603)942-9107

January 02, 2024

Senator Howard Pearl
Room 105-A
107 North Main St.
Concord, NH 03301

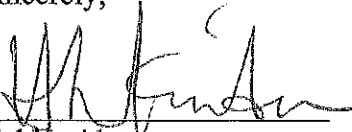
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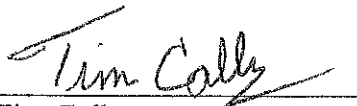
Dear Senator Pearl,

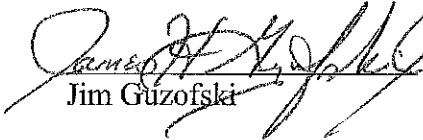
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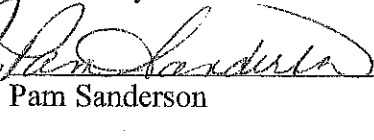
As our State Senator we respectfully request that you work with the Rich family to move the effort forward to honor this dedicated public servant. We look forward to your positive response.

Sincerely,

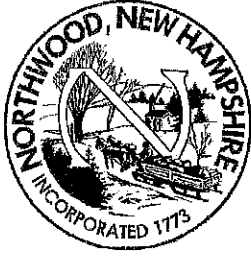

Hal Kreider


Tim Colby


Jim Guzofski


Pam Sanderson

FBI



TOWN OF NORTHWOOD, NEW HAMPSHIRE
Board of Selectmen

818 First New Hampshire Turnpike, Northwood NH 03261
(603)942-5586 Facsimile: (603)942-9107

January 02, 2024

Representative Hal Rafter
22 North River Lake Road
Nottingham, NH 03290

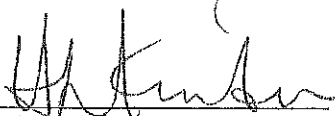
RE: Herb Rich recognition signage, Route 202 Northwood.

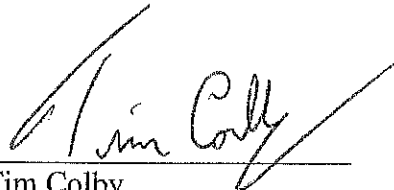
Dear Representative Rafter,

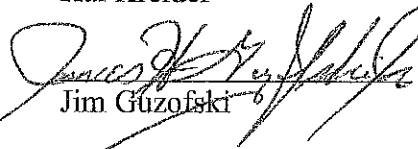
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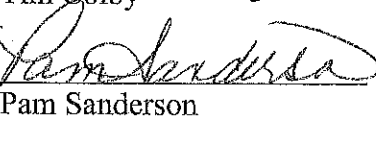
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Hal Kreider


Tim Colby


Jim Guzofski


Pam Sanderson