

Northwood, NH Board of Selectmen Agenda August 8th, 2023

You may also watch the meeting live on the Town Website at this link:

<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)

ONGOING BUSINESS

- **Approve Minutes**
July 25th, 2023
- **Consent Agenda**

TA Report/Items for Board Action

OLD BUSINESS

Review for Action: Rt 4 and Other Traffic Safety Concerns – Chief Drolet

Review for Action: Center School Bid Results

Review for Action: Northwood 250th Celebration Report

NEW BUSINESS

Review for Action: FY 22 Audit Report Review (Pending delivery of final report)

Review for Action: Stonework for Town Parade Sign – Dan Schroth

Board Task Manager

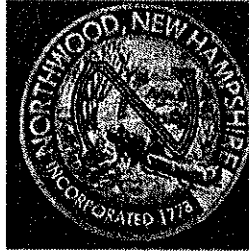
Board Committee Reports.

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

Nonpublic Session if needed RSA 91-A:31l (a) and (c).

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.**



**TOWN OF NORTHWOOD
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
July 25, 2023**

ROLL CALL: Chairman Hal Kreider, Vice-Chairman Tim Colby, Select Board Member Jim Guzofski, and Select Board Member Pam Sanderson. Select Board Member Beth Boudreau is excused.

STAFF PRESENT: Town Administrator Walter Johnson, Finance Director Cheryl Eastman, Fire Chief Mark Tetreault

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

Citizen's Forum:
None

TA Retirement: H. Kreider said Walter Johnson is retiring and Neil Irvine is going to be taking his place. It has been an exceptional 2, almost 3 years and we have made a lot of progress. He thanked Walter. TA Johnson said he is looking forward to his retirement and will miss the people in Northwood but feels comfortable with Neil taking over the reins. Neil already has some great ideas about continuing the path we have started and taking over some of the things that we didn't get to finish. Walter will be around to help fill the gap until Neil gets up to speed.

Approve Minutes:

Motion: "To approve the minutes of July 11, 2023, as presented."

Motion: T. Colby

Second: P. Sanderson

Motion carried by vote of 4 to 0.

Consent Agenda:

Accounts Payable Manifest dated July 19, 2023, Batch #123 for \$763,421.87. Items of note include payments to Arborcare for \$7,500 for cemetery tree work, the Internal Revenue Service for payroll taxes for \$13,370.87, NH Retirement System for \$31,057.99, Northwood School payment for \$600,000, Ponderosa Dumpsters for two months of trash hauling for \$16,728.28, and Primex for \$60,613.00 for the annual property liability insurance.

43 Accounts Payable Manifest dated July 26, 2023, Batch #124 for \$14,362.99.

44 Payroll Manifest dated July 26, 2023, Batch #072623 for \$57,382.25.

45 Others:

46 Intent to Cut – Map 216, Lot 75 & 77 – Sprague

47 Intent to Cut – Map 215, Lot 33 – Moak

48 **Motion: “To approve 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 Staffing: There is still one full-time position open for a patrol officer. We are still seeking summer staff for
55 recreation.

56 PW and Facilities Projects: Ditch work continues and will be wrapped up this week. The mini excavator we
57 have been renting is going back in the next few days. Potholes continue to be repaired. We need a quote
58 to reconstruct the cover for the dumpster that was destroyed last winter. CMA continues to work on the
59 list of concerns from DES about the transfer station and septage lagoons. CMA will be recommending that
60 nothing be done in 2024 and maybe into 2025. This will give time for the remaining liquids to be dissipated
61 and diluted. It will be easier to clean the lagoons up if the material is dried up and solid. The last permit
62 application that was granted by DES was about 7 or 8 years ago. The rules have changed since then, and
63 DES might want us to go by today’s standards. We may need to do an updated closure plan. CMA will give
64 an updated scope of work for the next phase of the closure project. Once we have that we can look at
65 grants available to help with the closure.

66 Center School Building: A request for bids is open and will close on August 1. So far, no bids have been
67 received. Any bids received will be discussed at the meeting on August 8.

68 Elections: The special election primary to fill the vacant Representative seat will be August 1 at the Parish
69 Hall from 7 AM to 7 PM.

70 Several Board members met with the School Board to talk about locations for future elections and the
71 emergency shelter generator. The School Board has agreed to hold the primary, town meeting, and
72 general election in 2024 at the school and going forward. The special election in September, 2023 cannot
73 be held at the school due to calendars being already set. This election in September will be held at the
74 Narrows fire station. Board members will need to be at the polls.

75 Strafford Metropolitan Planning Organization Representative appointments: TA Johnson has not received
76 any names for appointment. TA Irvine can be an alternate to fill in when needed. H. Kreider will ask at
77 the Planning Board meeting for a volunteer.

78 Tax Deeded Property: We continue to work on returning those properties to the prior owners. We have
79 received the money required to repurchase one of them. The deed is in the sign folder tonight to transfer
80 the property back.

81 Route 107 Closure: DOT will close Route 107 just over the town line in Pittsfield for a culvert repair from
82 August 7 through August 12. This will be a major detour via Route 28. DOT will have press releases out
83 starting tomorrow. Staff will be posted at Main and School streets in Northwood to make sure vehicles
84 don’t try to make their way through to the construction site where there is no place to turn around. This
85 project is dependent on the weather.

86 Emergency Shelter Generator: An RFP has been issued and bids are due on August 21. We are hoping for
87 prices that are lower than we estimated when the project began so we will not have to discuss who will
88 cover the delta.

89 County Budget: available in the office if anyone wants a copy.

90 ARPA Funds Update: All expenses and commitments for ARPA funds have been updated in the report.
91 We currently have around \$134,000 uncommitted. By the end of this year, we will have the entire first
92 tranche expended before the 2024 deadline.

93 Northwood Fire CBA: The hearing to certify the union was rescheduled to July 31. So far legal bills for this
94 CBA are around \$3,500 as of June 30.

95 Upcoming Meetings: The next meetings will be August 8 and 22.

96 Library Water System: The library water system still needs to be addressed. The system ties in with the
97 DES system to handle the petroleum containment issue. DES is asking when this will be addressed because
98 they do not want to do maintenance on their portion if the rest of the system is not repaired. We have a
99 quote from McBrides for \$8,485 and Allied Clearwater for \$8,790 for complete replacement and a quote
100 for repair only for \$4,015. P. Sanderson feels the ARPA funds were talked about to do this replacement.

101 **Motion: "To authorize the replacement from McBride's for \$8,485 and to use the ARPA funds."**

102 **Motion: P. Sanderson**

103 **Second: T. Colby**

104 There was genera discussion about the age of the system, a detailed list of what will be replaced, and the
105 estimated life of the new system. TA Johnson read a letter from DES to Librarian Donna Bunker that
106 included: *"the backwash and softener for the water treatment system is not working properly and the
107 town does not want to spend the money to replace or repair the equipment or is hesitant to. Due to the
108 equipment not working, the carbon treatment tanks can become clogged and much less efficient to a point
109 of not working. Based on the April 2023 sampling event from the library the treatment is working to
110 remove the petroleum related compounds. However, over time the carbon in the tanks needs replacing.
111 We are not at that point yet, but I would like to be sure the current system components not working can
112 be repaired or replaced before DES spends money to replace the carbon in the future. Do you know if or
113 when the equipment will be repaired?"*

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

115 Library MOU: The revised Memorandum of Understanding with the Library Trustees is ready to be signed
116 tonight.

117

118 **Special Primary and Election for State Representative:**

119 TA Johnson wanted to make sure there is Board coverage for the coming elections. The September
120 election at the Narrows will need to have parking coordinated.

121

122 **250th Celebration Update:**

123 A lot of coordination has been done for the activities. Weather will be a factor. They still need volunteers
124 to help with activities. A sign-up sheet is online. H. Kreider read the list of activities: Friday, 7 to 9 they
125 will be selling swag (coins, cookbooks, 4-foot yardsticks, etc), open mic night, Gravy Train food truck, and
126 you can watch the beans being prepared. On Saturday at the Congregational Church at 8:00 a.m. there
127 will be a blueberry pancake breakfast and a yard sale; swag for sale from 10 to 4 at the recreation fields,
128 vendors and organizations, Cowass Tribe of the Abenaki Penacook Indians archives display, historical
129 hooked rugs, cooling and 1st aid stations sponsored by the Fire Department, time capsule decorative box
130 and contents, jelly bean jar contest, raffle of homemade items, announcement of the scavenger hunt,
131 raffle, and contest winner, as well as additional entertainment. Other activities will be the serenity
132 garden, fairy house building, children's field day and old-fashioned games, luncheon, Lindsay and Her
133 Puppets, Sugar Mama's maple ice cream, square dancing, and at 8:45 at the Coe Brown fields there will
134 be fireworks. H. Kreider will also formally introduce Neil Irvine as the Town Administrator.

135

136

137

138 **2nd Quarter Financial Report – Cheryl Eastman – Finance Director:**

139 Finance Director Eastman presented the Quarter 2 reports. The revenues continue to be on pace with
140 the amounts anticipated through the end of June at 49%. Our largest single revenue source, outside of
141 taxes, is the State Meals and Rooms tax distribution estimated at over \$200,000. These are paid all at one
142 time in December. The increase in interest rates has brought more interest income than estimated. In
143 comparing revenue with the prior year, we are showing down by roughly \$17,000; however, in 2022 we
144 had over \$100,000 in revenue from the sale of town-owned properties that we will not see this year. With
145 all things considered, we are running over revenues compared to 2022. Total expenses are at 42% at the
146 halfway point of the year. Most lines are in line with budget amounts, except for deeded property
147 expenses (which will be recovered when the properties sell), Building Inspector wages due to a retention
148 stipend granted by the Board, and plowing, sand, and salt due to storms. Several new items in the report
149 packet include Ambulance Fund actuals and projections through the year end. Using averages to fill in
150 the projections of ambulance revenue, interest income, and payments to Comstar to manage our billing,
151 the year-end balance is estimated at around \$395,000. An analysis of cash flow is also included. This gives
152 a good look at the ins and outs of the cash flow from month to month. Projected cash flow through the
153 end of 2023 will remain sufficient to meet all anticipated obligations. Trial Balances for both the Special
154 Detail Revolving Fund and the Recreation Revolving Fund are also included.
155 We have received the draft of the 2022 audit report. It has been approved and we should be receiving the
156 final copies soon.

157
158 **Public Safety Facilities Committee Appointment:**

159 Curt Straub was very active in the listening sessions and attended several meetings. He was encouraged
160 to apply to be an alternate member on the Committee.

161 **Motion: “To appoint Curt Straub to the Public Safety Facilities Committee as an alternate.”**

162 **Motion: H. Kreider**

163 **Second: T. Colby**

164 No term limit is named because this is a single-purpose committee.

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

166
167 **Rt 4 and Other Traffic Safety Concerns – Chief Drolet:**

168 This topic was tabled until the August 8 meeting due to Chief Drolet not being able to attend tonight.

169
170 **Board Task Manager:**

171 No changes. Incoming TA Irvine has the document to review. Once he gets up to speed, he will talk to the
172 Board about priorities and start to run with it.

173
174 **Board Committee Reports:**

175 P. Sanderson said the Zoning Board continues to need alternates to serve. She attended the annual
176 meeting of the Northwood Lake Watershed Association where they distributed information about
177 invasive species and water quality. Milfoil is always a concern. This year divers did not find a lot of Milfoil,
178 possibly due to the education of boat operators and use of a new herbicide treatment. The Chinese
179 Mystery Snail is an invasive species they are starting to see. Some lakes have contests for finding the snails
180 and can collect prizes. The other concerns are cyanobacteria and ecoli issues. P. Sanderson brought up
181 that PW Foreman Brown was going to put crushed stone down for a boat drainage area at the boat ramp.
182 There isn't any now, so boats are draining on the boat ramp, and everything goes right back into the water.
183 There are also missing “No Parking” signs. TA Johnson said new signs needed to be ordered due to theft
184 and they came in today. He added that they are looking at installing boulders along the side to prevent
185 parking, or to paint no parking signs on the pavement. H. Kreider added that the Northwood Lake

186 Watershed Association is also seeking to do a watershed study to learn exactly where water comes into
187 the lake.

188
189 T. Colby said he talked to Gary Tasker about another method of hanging the pictures in the meeting room
190 since the humidity makes the stick-on hooks fall off. They are looking at what would work better.

191
192 **Citizen's Forum:**

193 None.

194
195 **Audio/Visual Upgrades:**

196 Steve and Jeff Robert addressed the Board. They have been working on improving the audio and video
197 quality for the livestream. They have given a quote to TA Johnson for recommended improvements. They
198 have installed a phone for calling in to meetings that is tied directly into the system for better clarity. They
199 recommend having screens installed on which information, plans, and documents can be shown. TA
200 Johnson recommended contracting them to run and broadcast the meetings. They can adjust the
201 cameras, zoom in on details, call up visuals for display on the screens, and manage the recording of
202 meetings. TA Johnson added that this would be a justifiable expense from the Cable Fund.

203
204 **Fire Department Participation Expectations:**

205 Chief Tetreault has been asked why we cannot fill all shifts even with hiring new people. He explained
206 that one career firefighter has been out on workman's comp leave and the newest career member has
207 not officially started working yet. He presented a sheet showing how many hours and on-call hours have
208 been worked by each member over a year's time. The roster looks large, but only 16 of them are medical
209 providers and there have been varying levels of participation. When the career spots are all full, there
210 will be better coverage. Chief Tetreault and TA Johnson are working on finalizing job descriptions and
211 drafting a letter of expectations for each new employee as far as mandatory amounts of participation.
212 Chief Tetreault feels people who do not participate to a certain level should be removed from the roster,
213 since it is expensive to outfit and train employees if we don't get any work from them. There is also a
214 liability concern with employees working who do not have regular, consistent training.

215
216 An RFP is out for the ambulance remount project.

217
218 H. Kreider asked how the wages compare to other towns and if we need to think about adding full-time
219 firefighters. Chief Tetreault said they are comparable, but things change quickly, so they need to be
220 reviewed periodically. He thinks we will be up to speed if we can have the four full-time positions fully
221 staffed. In the future, we will need to look at adding full-time staff in stages.

222
223 The next piece of equipment to be replaced is Engine 3.

224
225 **At, 7:32**

226 **Motion: "To go into non-public session under RSA 91A;3 (a) personnel."**

227 **Motion: P. Sanderson**

228 **Second: T. Colby**

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

230
231 **Resumed public session at 7:56pm.**

232
233 **Motion: "To seal the minutes non-public session until September 1, 2023."**

DRAFT

234 **Motion: P. Sanderson**
235 **Second: T. Colby**
236 **Motion carried by a roll call vote of 4 to 0.**
237
238 **Adjourned at 8:00pm**
239
240 Minutes respectfully submitted by
241 Cheryl Eastman
242

Northwood NH Consent Agenda for August 8, 2023

Accounts Payable Manifest dated August 2, 2023

Batch #125 for \$103,842.12

Payroll Manifest dated August 9, 2023

Batch #80-09-23 for \$67,386.17

Accounts Payable Manifest dated August 9, 2023

Batch #126 for \$70,100.03

Reimbursement requests to the Trustees of the Trust Funds:

| <u>FUND</u> | <u>AMOUNT</u> | <u>REASON</u> |
|---|---------------|---------------------------------|
| Lagoon Maintenance ETF | 35.98 | Heritage True Value Hardware |
| Cable Franchise Fees ETF | 1,062.50 | Tom Morgan |
| | 8,143.64 | Lakes Region Public Access TV |
| | 1,190.00 | Tom Morgan |
| | 889.13 | Tom Morgan |
| | 19.41 | Donahue, Tucker, & Ciandrella |
| | 16.15 | Donahue, Tucker, & Ciandrella |
| | 95.54 | Donahue, Tucker, & Ciandrella |
| | 23.40 | Donahue, Tucker, & Ciandrella |
| Total Cable Franchise Fees ETF | 11,439.77 | |
| Aquatic Invasive Species Prevention ETF | 4,500.00 | Jeness Pond Shore Owners Assoc. |
| Cemetery Maintenance ETF | 7,500.00 | ArborCare Tree Service |
| 250th Anniversary ETF | 250.00 | Cowass America |
| | 1,313.63 | Lakes Region Tent |
| | 244.80 | AMI Graphics |
| | 50.00 | AMI Graphics |
| | 50.00 | AMI Graphics |
| | 800.00 | Kerry Struble |
| Total 250th ETF | 2,708.43 | |
| Total Reimbursements Requested | 26,184.18 | |

Administrative Abatement: Map 224 Lot 8-1 – Binette

Others:

Intent to Cut – Map 235 Lot 29 – Beaucher

Intent to Cut – Map 216 Lots 74-1 & 74-2 – Pineview Properties

Seasonal Camper Permit – Map 125 Lot 31 – Hardy

Report of Cut – 23-349-05-T – Map 213 Lots 1&2 - Johnson

Approved by a vote of ____ **Yes**, ____ **No** on August 8, 2023

_____ Hal Kreider

_____ Tim Colby

_____ Beth Boudreau

_____ James Guzofski

_____ Pamela Sanderson

(Assigned by Municipality)

YR TOWN OP#
23 - 349 - 08 - T

For Tax Year April 1, 23 to March 31, 24

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

- Town/City of: NORTAWOOD
- Tax Map/Block/Lot or USFS Sale Name & Unit No.: 235. 29
- Intent Type: Original Supplemental
- Name of Access Road: OLD MOUNTAIN RD. (Original Intent Number)
- 5a. Acreage of Lot: 14 Acreage of Cut: 6
- 5b. Anticipated Start Date: SUMMER 2023
- Type of ownership (check only one):
 - Owner of Land and Stumpage (Sole Owner)
 - Owner of Land and Stumpage (Joint Tenants)
 - Owner of Land and Stumpage (Tenants in Common)
 - Previous owner retaining deeded timber rights
 - Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR LOGGER / FORESTER

BY MAIL OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Attach a signature page for additional owners.

[Signature] 7/26/23
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

Shannon Beaucher
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

[Signature] 7/26/23
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

Shannon Beaucher
MAILING ADDRESS

15 Kudman Dr., Rochester NH 03839
CITY OR TOWN STATE ZIPCODE

Sbeaucher@gmail.com
E-MAIL ADDRESS

[Blank] 1003-365-0231
HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

- All owners of record have signed the Intent;
- The land is not under the Current Use Unproductive category;
- The form is complete and accurate; and

4. Any timber tax bond required has been received.

\$ _____ Date: _____

5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.

6. This form to be forwarded to DRA immediately after signing.

8. Description of Wood or Timber To Be Cut

| Species | Estimated Amount To Be Cut | |
|--|----------------------------|-------|
| White Pine | 35 | MBF |
| Hemlock | 15 | MBF |
| Red Pine | 1 | MBF |
| Spruce & Fir | 1 | MBF |
| Hard Maple | 1 | MBF |
| White Birch | 1 | MBF |
| Yellow Birch | 1 | MBF |
| Oak | 7 | MBF |
| Ash | 1 | MBF |
| Soft Maple | 1 | MBF |
| Beech/Pallet/Tie & Mat Logs/ Pine Box | 25 | MBF |
| Other (Specify) | | MBF |
| Pulpwood | Tons | |
| Spruce & Fir | -0- | |
| Hardwood & Aspen | 60 | |
| Pine | 90 | |
| Hemlock | 60 | |
| Biomass Chips | 150 | |
| Miscellaneous | | |
| High Grade Spruce/Fir | - | Tons |
| Cordwood & Fuelwood | 36 | Cords |

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

| Species | Amount: |
|---------|---------|
| | |

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

[Signature] 7.26.23
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

JEFFREY C. EAMES
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

168 GRANITE ST.
MAILING ADDRESS

ALLEN TOWN NH 03275
CITY OR TOWN STATE ZIPCODE

485-4454 jeff@nhforestry.com
PHONE NUMBER E-MAIL ADDRESS

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

(Assigned by Municipality)

YR TOWN OP# 23 - 349 - 09 - T

For Tax Year April 1, 2023 to March 31, 2024

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

1. Town/City of: NORTHWOOD

2. Tax Map/Block/Lot or USFS Sale Name & Unit No. MAP 216 LOT 74-1, Lot 74-2

3. Intent Type: Original [X] Supplemental [] (Original Intent Number)

4. Name of Access Road: OLDE CANTERBURY ROAD

5a. Acreage of Lot: 4.75 Acreage of Cut: 4.75

5b. Anticipated Start Date: 8/1/2023

- 6. Type of ownership (check only one): a. Owner of Land and Stumpage (Sole Owner) [X] b. Owner of Land and Stumpage (Joint Tenants) [] c. Owner of Land and Stumpage (Tenants in Common) [] d. Previous owner retaining deeded timber rights [] e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements []

REPORT OF CUT / CERTIFICATE TO BE SENT TO: OWNER [X] OR LOGGER / FORESTER [] BY MAIL [] OR E-MAIL []

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Attach a signature page for additional owners.

SIGNATURE (In Ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

ADAM SPRAGUE, PINEVIEW PROPERTIES LLC

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (In Ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED 7/27/23

ADAM SPRAGUE PINEVIEW PROPERTIES LLC

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

13 PINEVIEW DRIVE MAILING ADDRESS

NORTHWOOD NH 03261 CITY OR TOWN STATE ZIP CODE

ADAM.H.SPRAGUE@GMAIL.COM E-MAIL ADDRESS

HOME PHONE (Enter number without dashes) 603-608-5959 CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

- The Selectmen/Municipal Assessing Officials hereby certify that: 1. All owners of record have signed the Intent; 2. The land is not under the Current Use Unproductive category; 3. The form is complete and accurate; and

- 4. Any timber tax bond required has been received. \$ _____ Date: _____ 5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10. 6. This form to be forwarded to DRA immediately after signing.

8. Description of Wood or Timber To Be Cut

Table with 3 columns: Species, Estimated Amount To Be Cut, and Unit (MBF or Tons or Cords). Rows include White Pine, Hemlock, Red Pine, Spruce & Fir, Hard Maple, White Birch, Yellow Birch, Oak, Ash, Soft Maple, Beech/Pallet/Tie & Mat Logs/Pine Box, Other (Specify), Pulpwood, Spruce & Fir, Hardwood & Aspen, Pine, Hemlock, Biomass Chips, Miscellaneous, High Grade Spruce/Fir, Cordwood & Fuelwood.

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species N/A Amount: N/A

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

SIGNATURE (In Ink) OF PERSON RESPONSIBLE FOR CUT DATE 7/27/23

TIM RIEL

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

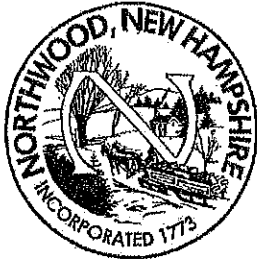
P.O. BOX 489 MAILING ADDRESS

HENNIKER NH 03242 CITY OR TOWN STATE ZIP CODE

603-491-2685 TRIEL@HHP-INC.COM PHONE NUMBER E-MAIL ADDRESS

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE



RECEIVED
JUL 0 8 2023

Town of Northwood, New Hampshire

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

SEASONAL CAMPER PERMIT APPLICATION

PROPERTY OWNER NAME Eric Hardy
PROPERTY OWNER ADDRESS Lot #31 ~~Big Buck road~~
MAILING ADDRESS, IF DIFFERENT P.O. Box #27 West Nottingham NH 03291
TELEPHONE NUMBER (617) 308-2395

IF OTHER THAN OWNER, NAME _____
ADDRESS _____ TELEPHONE _____

TAX MAP # 125 LOT # 31
LOCATION OF CAMPER SITE #31 + #32 Big Buck road
CAMPER SIZE 36' SLEEPING CAPACITY 4
TYPE OF WATER SYSTEM _____

EXPLAIN HOW SEWAGE IS DISPOSED OF FAMILY HOUSE NEXT DOOR

DATE OF APPLICATION 7/3/23 \$35.00 FEE RECEIVED _____

SIGNATURE OF APPLICANT _____
SIGNATURE OF OWNER _____

APPROVED _____
Building Inspector

DENIED _____

EFFECTIVE FROM APRIL 15 THRU OCTOBER 15

Signature of Selectmen

Date

Signature of Selectmen

Date

Signature of Selectmen

Date

Signature of Selectmen

Date

Signature of Selectmen

Date

Town of Northwood

818 NH Turnpike
Northwood NH 03261
942-5586

SAMUEL JOHNSON, JR.
S JOHNSON A ASELTIME R IRVINE
39 WEST ROAD
NORTHOOD NH 03261-3725

YIELD TAX ON TIMBER CUT

TAX ACCOUNT & SERIAL I.D. NUMBER: 0
TAX MAP & LOT NUMBER: 213-1 & 2
YIELD TAX OPERATION NUMBER: 23-349-05-T
DATE OF YIELD TAX BILL: 8/9/2023
AMOUNT COMMITTED TO ME
FOR COLLECTION PER RSA 79: **\$282.19**

***** 18% APR INTEREST WILL BE CHARGED AFTER 9/8/2023 ON UNPAID TAXES *****

APPEAL: an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 79:10 and 11. (RSA 79:8)

TAX OFFICE HOURS: MONDAY & THURSDAY 9AM-4PM
TUESDAY & WEDNESDAY 10AM-6PM FRIDAY - SUNDAY CLOSED

Sincerely,

Marisa Russo
Tax Collector

ORIGINAL WARRANT
YIELD TAX LEVY
 August 9, 2023
THE STATE OF NEW HAMPSHIRE

Rockingham

TO: Marisa Russo, Collector of Taxes for Town of **NORTHWOOD**, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the sum of : **\$282.19**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00 or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at **NORTHWOOD**

 (Selectmen/assessor)

 (Selectmen/assessor)

 (Selectmen/assessor)

 (Selectmen/assessor)

 (Selectmen/assessor)

DATE SIGNED: August 9, 2023

| NAME & ADDRESS | MAP & LOT | OPERATION # | YIELD TAX DUE |
|---|----------------------|--------------------|----------------------|
| SAMUEL JOHNSON, JR. S JOHNSON A ASELTINE R IRVINE 39 WEST ROAD NORTHWOOD NH 03261-3725 | 213-1 & 2 | 23-349-05-T | \$282.19 |

TAX DUE DATE: September 8, 2023 TOTAL YIELDTAX: \$282.19

TIMBER CUT FOR INTENTS FILED DURING: April 1, 2023 - March 31, 2024

INTENT FILED DURING TAX YEAR: April 1, 2023 - March 31, 2024

TOWN: NORTHWOOD
 COUNTY: Rockingham
 OWNER: SAMUEL JOHNSON, JR.
 ADDRESS: 39 WEST ROAD
 ADDRESS: NORTHWOOD NH 03261-3725

ACCOUNT & SERIAL #:
 MAP & LOT #: 213-1 & 2
 OPERATION #: 23-349-05-T
 DATE OF BILLING: August 9, 2023

| SPECIES | LOW MBF | | HIGH MBF | RANGE DIFFERENCE | | RATING % | STUMPAGE VALUE * | # BOARD FEET IN THOUSANDS | #CORDS | |
|-------------------------|-----------------|------------------|------------------|-------------------|-------------|--------------|------------------------------|-------------------------------|--------------|---------------|
| | TONS LOW | TONS HIGH | | CORDS LOW | CORDS HIGH | | | | | TONS |
| WHITE PINE | \$90.00 | \$190.00 | | \$100.00 | | 0.75 | \$ 165.00 | 15.610 | | |
| HEMLOCK | \$20.00 | \$60.00 | | \$40.00 | | 0.75 | \$ 50.00 | | | |
| RED PINE | \$15.00 | \$60.00 | | \$45.00 | | 0.75 | \$ 48.75 | 0.250 | | |
| SPRUCE & FIR | \$70.00 | \$125.00 | | \$55.00 | | 0.75 | \$ 111.25 | | | |
| HARD MAPLE | \$120.00 | \$350.00 | | \$230.00 | | 0.75 | \$ 292.50 | | | |
| WHITE BIRCH | \$50.00 | \$100.00 | | \$50.00 | | 0.75 | \$ 87.50 | | | |
| YELLOW BIRCH | \$75.00 | \$250.00 | | \$175.00 | | 0.75 | \$ 206.25 | 0.600 | | |
| OAK | \$180.00 | \$500.00 | | \$320.00 | | 0.75 | \$ 420.00 | | | |
| ASH | \$75.00 | \$200.00 | | \$125.00 | | 0.75 | \$ 168.75 | | | |
| SOFT MAPLE | \$50.00 | \$150.00 | | \$100.00 | | 0.75 | \$ 125.00 | | | |
| BEECH/PALLET/TIE LOGS | \$20.00 | \$60.00 | | \$40.00 | | 0.75 | \$ 50.00 | | | |
| OTHERS: | \$50.00 | \$150.00 | | \$100.00 | | 0.75 | \$ 125.00 | | | |
| OTHERS: | \$0.00 | \$0.00 | | \$0.00 | | 0.75 | \$ - | | | |
| TONS & CORDS | TONS LOW | TONS HIGH | CORDS LOW | CORDS HIGH | TONS | CORDS | STUMPAGE VALUE TONS * | STUMPAGE VALUE CORDS * | #TONS | #CORDS |
| SPRUCE & FIR | \$0.00 | \$1.00 | | | \$1.00 | | \$ 0.75 | | | |
| HARDWOOD & ASPEN | \$0.50 | \$4.00 | | | \$3.50 | | \$ 3.13 | | 35.250 | |
| PINE | -\$0.05 | \$0.50 | | | \$0.55 | | \$ 0.36 | | | |
| HEMLOCK | \$0.00 | \$3.50 | | | \$3.50 | | \$ 2.63 | | | |
| BIOMASS CHIPS | -\$3.00 | \$1.00 | | | \$4.00 | | \$ - | | 30.500 | |
| HIGH GRADE SPRUCE | \$20.00 | \$30.00 | | | \$10.00 | | \$ 27.50 | | | |
| CORD WOOD/FUELWOOD | | | \$8.00 | \$20.00 | | | \$ | 17.00 | | 0.000 |

* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

**CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: April 1, 2023 - March 31, 2024**

TOWN / CITY OF: NORTHWOOD
COUNTY OF: Rockingham
CERTIFICATION DATE: August 9, 2023

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

SEND SIGNED COPY TO: DEPT. OF REVENUE ADMINISTRATION
 MUNICIPAL AND PROPERTY DIVISION
 P.O. BOX 487
 CONCORD, NH 03302-0487

| # 1 NAME OF OWNER | # 4 SPECIES | # 5 NUMBER OF BOARD FEET IN THOUSANDS | # 6 NUMBER OF TONS | # 6 NUMBER OF CORDS | # 7 STUMPAGE VALUE | # 8 TOTAL ASSESSED VAL. | # 9 TAX AT 10 % | # 10 |
|---|-------------------|--|-----------------------|------------------------|-----------------------|----------------------------|--------------------|-------------|
| S JOHNSON A ASELTINE R IRVINE 39 WEST ROAD NORTHWOOD NH 03261-3725 ACCOUNT OR SERIAL #: 0 | WHITE PINE | 15.610 | | | \$165.00 | \$2,575.65 | \$257.57 | |
| | HEMLOCK | 0.000 | | | \$50.00 | \$0.00 | \$0.00 | |
| | RED PINE | 0.250 | | | \$48.75 | \$12.19 | \$1.22 | TOTAL TAX |
| | SPRUCE & FIR | 0.000 | | | \$111.25 | \$0.00 | \$0.00 | DUE ON THIS |
| | HARD MAPLE | 0.000 | | | \$292.50 | \$0.00 | \$0.00 | OPERATION |
| | WHITE BIRCH | 0.000 | | | \$87.50 | \$0.00 | \$0.00 | (TOTAL OF |
| | YELLOW BIRCH | 0.600 | | | \$206.25 | \$123.75 | \$12.38 | COL. # 9) |
| | OAK | 0.000 | | | \$420.00 | \$0.00 | \$0.00 | |
| | ASH | 0.000 | | | \$168.75 | \$0.00 | \$0.00 | |
| | SOFT MAPLE | 0.000 | | | \$125.00 | \$0.00 | \$0.00 | |
| BEECH/PALLET/TIE LOGS | 0.000 | | | \$50.00 | \$0.00 | \$0.00 | | |
| OTHERS : | 0.000 | | | \$125.00 | \$0.00 | \$0.00 | | |
| OTHERS : | 0.000 | | | \$0.00 | \$0.00 | \$0.00 | | |
| | | | | | TONS | | | |
| | | | | | CORDS | | | |
| | SPRUCE & FIR | | 0.00 | | \$ 0.75 | \$0.00 | \$0.00 | |
| | HARDWOOD & ASPEN | | 35.25 | | \$ 3.13 | \$110.16 | \$11.02 | |
| | PINE | | 0.00 | | \$ 0.36 | \$0.00 | \$0.00 | |
| | HEMLOCK | | 0.00 | | \$ 2.63 | \$0.00 | \$0.00 | |
| | BIOMASS CHIPS | | 30.50 | | \$ - | \$0.00 | \$0.00 | |
| | HIGH GRADE SPRUCE | | 0.00 | | \$ 27.50 | \$0.00 | \$0.00 | |
| | CORDWOOD | | | 0.00 | \$ 17.00 | \$0.00 | \$0.00 | |
| | | | | | | \$2,621.75 | \$282.19 | |

3

OPERATION NUMBER

23-349-05-T

Town of Northwood
Town Administrator's Report
August 8, 2023

Staffing Update: PD one FT patrolman positions in the police.

2023 Public Works and Facility Projects: Ditch work is completed for the most part additional work will continue with the backhoe where possible.

Transfer Station and Septage Lagoon Inspection: We received a letter from NHDES regarding the closure plans for the septage lagoons. They are requesting we update the plan submitted with our last permit renewal as that plan no longer complies with the current DES closure rules. DES is prepared to meet with the Town and CMA to outline possible closure options and hopefully agree to allow for closing the system in place using the existing stored materials vs a more extensive and expensive option. I suggest the meeting take place soon to begin developing the scope of the project and the possible cost which could exceed \$250k. We are waiting to hear from DES regarding the status of the transfer station outstanding issues.

DPW Backhoe Repair: The transmission on the backhoe needs to be replaced due to internal damage. A partial rebuild is possible but without a guarantee other part of the transmission are damaged. The estimated cost for a complete rebuild is \$22,000. **Action Required**

Town Hall Audio/Video Improvements: Steve Robert of Connect Support Services has provide a proposal to improve the audio and video options for meetings in town hall. A copy is included in your packet.

RT 107 Closure Reminder. NHDOT has closed through traffic on Rt. 107 for repair of a culvert in Pittsfield from August 7th through August 11th. Police and Fire Chiefs will meet with NHDOT to discuss the project. Traffic will be detoured to RT 28. A flagger will be stationed at the intersection of School and Main Street during the workday to advise traffic of the closure.

Emergency Shelter Generator NES: Now that the type of fuel has been changed to propane, an RFP has been issued for the project with bids due on August 21st.

Update ARPA Funds Report: A spreadsheet with the latest funds available balance is in your packet to reflect library water filtering system expense commitment. The system will be replaced on 8/21.

NFD Collective Bargaining Unit: The organizing members of the fire department union withdrew their petition to organize on July 31.

NHDOT State Highway Block Grant: The FY24 estimate is \$106,977.25. A copy of the notice is included in your packet.

Town Seal: Linda Smith, who designed the black and white town seal design has assigned any and all rights she may have had in the ownership of the design to the town of Northwood with it's use to be controlled by the Select Board. A copy is included in your packet.

Flat Meadow Marsh Wetlands: As requested by the Board a letter of the Board's concern has been sent to the appropriate compliance supervisor at the NHDES Wetlands Bureau. A copy is included in your packet.

Mitchell Municipal Group: Walter Mitchell managing partner of our town Counsel The Mitchell Municipal Group is retiring October 1, 2023. Laura Spector-Morgan, Joe Driscoll and Naomi Butterfield will continue the 'municipal only' law firm. A copy of the letter is in your packet.

Upcoming Meetings Schedule: Board Meeting Schedule: regular meetings on 8/8 and 8/22.

Project Ref#: 01603

Project Proposal: Repairing and upgrading audio & visual functions of the Northwood Town Hall meeting room.

Background

Northwood Town Hall meeting room had been set up to accommodate all major meetings. Work had been done on the Audio & Visual functions to broadcast these meetings several years ago with the goal of starting a meeting to be as easy as possible. With the new wave of remote technology, the town wishes to fix a few minor issues in the current sound system as well as upgrading the AV system as a whole.

Objectives

- Determine and resolve the issue with the current audio system.
- Give remote attendees a better ability to be seen and heard during meetings.
- Upgrade the video presentation system.

Phase 1-Immediate Need

The current issue with the audio system comes down to the microphones placed in front of each board member. The current microphones are unidirectional and should be pulling sound from multiple feet back but currently are having trouble picking up voices unless the microphone is very close to the user. This issue could be coming from the microphones themselves or it could be due to a malfunction in the junction box. To eliminate the possibility of the issue being with the microphones we will be testing two of them at the Northwood School on Wednesday of this week, if the volume problem persists, we will have to look at replacement options and if it does not, we will have a technician in to adjust mic settings and the junction box.

Phase 2-Improving Meeting Quality

Our goal with this objective is to give remote attendees a better ability to be seen and heard, to accomplish this we purpose using two large smart TVs. One TV on the stage area and the other replacing the projector screen on the left wall. We recommend a 75-inch TV for the front of the room and a minimum of 55 inches for the TV on the side wall. Both TVs would be controlled by the PC in the cabinet, with the sound coming from a combination of the TV speakers and external speakers placed around the room for improved sound quality and clarity. Having multiple screens also gives you the ability to present slideshows and documents without interrupting any remote attendee's connection to the meeting.

Phase 3-Audio & Visual Viewer Upgrades

Upgrading the video presentation system involves improving the quality of the cameras used for streaming and improving the ability to present video productions and training. Currently the cameras at the front, left, and right side of the room are all SD cameras, while they seem to be in fine working condition the current standard would be to upgrade to HD cameras to give any remote viewers an improved video from the livestream feed. This improvement is more aesthetic than functional as your current cameras are in working condition. Improving the ability to present video productions and training comes from having the two smart TVs as they allow the user to show presentations, videos, or trainings on one or both screens simply by launching it from the control PC.

Equipment Scope

In the below section I will list all the necessary equipment as well as what it will be used for/replacing.

75-inch Smart TV monitor-Placed at the front of the room to display presentations and slideshows or host remote attendees.

75-inch Smart TV monitor-Replacing the projection screen on the left wall.

Control PC-Placed in the cabinet the control PC will be used to operate both Smart TVs as well as hosting the livestream.

Three HD cameras-Replacing the current SD cameras at the front, left, and right side of the room to improve the video quality for remote viewers.

Conference Phone-Replacing the current landline set up to improve the volume of any attendees calling in.

Tabletop Microphones-These will only be necessary if we find that the current microphones are causing the audio issues.

Project Budget

Phase 1: Initial budget projection was up to \$4,000 which included the price of changing out all existing tabletop mics, however we were able to keep the current mics and make adjustments to the current system keeping the cost of phase 1 at \$450.00

Phase 2: Equipment for phase two includes the two 75 inch smart TVs, two TV mounts, Control PC, a remote camera, and the various required cabling. Equipment cost comes in at \$2200 and the estimated labor cost of \$800 for a total of \$3000 for phase 2.

Phase 3: Includes equipment costs for replacing the speaker system as well as upgrading the SD streaming cameras which will be discussed after completion of phase 2.



New Hampshire
Department of
Revenue Administration

#910.00050

2023
MS-535

DRAFT
MS-535 NOT SUBMITTED
THIS COPY FOR REVIEW PURPOSES
ONLY

Financial Report of the Budget
Northwood

For the period ending December 31, 2022

DRAFT

THIS IS A DRAFT REPORT FOR REVIEW PURPOSES ONLY
THE PROPOSED BUDGET PROCESS MUST BE COMPLETED IN
THE TAX RATE SETTING PORTAL BEFORE A FINAL REPORT CAN
BE GENERATED FOR THE PURPOSES OF CERTIFICATION AND
PUBLIC POSTING

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Expenditures

| Account | Purpose | Voted Appropriations | Actual Expenditures |
|--|--|----------------------|---------------------|
| General Government | | | |
| 4130-4139 | Executive | \$172,647 | \$207,323 |
| 4140-4149 | Election, Registration, and Vital Statistics | \$10,878 | \$11,858 |
| 4150-4151 | Financial Administration | \$306,799 | \$361,795 |
| 4152 | Revaluation of Property | \$0 | \$0 |
| 4153 | Legal Expense | \$15,000 | \$20,328 |
| 4155-4159 | Personnel Administration | \$410,335 | \$278,763 |
| 4191-4193 | Planning and Zoning | \$122,175 | \$377,718 |
| <i>Explanation: \$247,670 relates to a capital outlay coded to this account.</i> | | | |
| 4194 | General Government Buildings | \$57,956 | \$77,512 |
| 4195 | Cemeteries | \$3,100 | \$7,908 |
| 4196 | Insurance | \$56,401 | \$53,060 |
| 4197 | Advertising and Regional Association | \$0 | \$0 |
| 4199 | Other General Government | \$2,253 | \$0 |
| General Government Subtotal | | \$1,157,544 | \$1,396,265 |
| Public Safety | | | |
| 4210-4214 | Police | \$825,325 | \$754,545 |
| 4215-4219 | Ambulance | \$0 | \$0 |
| 4220-4229 | Fire | \$570,771 | \$672,860 |
| <i>Explanation: Received a \$50,000 fire grant.</i> | | | |
| 4240-4249 | Building Inspection | \$56,892 | \$59,982 |
| 4290-4298 | Emergency Management | \$2,922 | \$2,003 |
| 4299 | Other (Including Communications) | \$0 | \$0 |
| Public Safety Subtotal | | \$1,455,910 | \$1,489,390 |
| Airport/Aviation Center | | | |
| 4301-4309 | Airport Operations | \$0 | \$0 |
| Airport/Aviation Center Subtotal | | \$0 | \$0 |
| Highways and Streets | | | |
| 4311 | Administration | \$191,709 | \$210,856 |
| 4312 | Highways and Streets | \$658,314 | \$392,037 |
| <i>Explanation: Expenditures are consistent with prior year MS-535</i> | | | |
| 4313 | Bridges | \$0 | \$0 |
| 4316 | Street Lighting | \$1 | \$0 |
| 4319 | Other | \$0 | \$0 |
| Highways and Streets Subtotal | | \$850,024 | \$602,893 |



Expenditures

| Account | Purpose | Voted Appropriations | Actual Expenditures |
|--|---|----------------------|---------------------|
| Sanitation | | | |
| 4321 | Administration | \$72,577 | \$76,160 |
| 4323 | Solid Waste Collection | \$0 | \$0 |
| 4324 | Solid Waste Disposal | \$98,050 | \$141,338 |
| 4325 | Solid Waste Cleanup | \$0 | \$0 |
| 4326-4328 | Sewage Collection and Disposal | \$0 | \$0 |
| 4329 | Other Sanitation | \$0 | \$0 |
| Sanitation Subtotal | | \$170,627 | \$217,498 |
| Water Distribution and Treatment | | | |
| 4331 | Administration | \$0 | \$0 |
| 4332 | Water Services | \$0 | \$0 |
| 4335-4339 | Water Treatment, Conservation and Other | \$0 | \$0 |
| Water Distribution and Treatment Subtotal | | \$0 | \$0 |
| Electric | | | |
| 4351-4352 | Administration and Generation | \$0 | \$0 |
| 4353 | Purchase Costs | \$0 | \$0 |
| 4354 | Electric Equipment Maintenance | \$0 | \$0 |
| 4359 | Other Electric Costs | \$0 | \$0 |
| Electric Subtotal | | \$0 | \$0 |
| Health | | | |
| 4411 | Administration | \$8,388 | \$6,491 |
| 4414 | Pest Control | \$14,356 | \$2,320 |
| 4415-4419 | Health Agencies, Hospitals, and Other | \$30,293 | \$19,293 |
| Health Subtotal | | \$53,037 | \$28,104 |
| Welfare | | | |
| 4441-4442 | Administration and Direct Assistance | \$16,259 | \$5,320 |
| 4444 | Intergovernmental Welfare Payments | \$0 | \$0 |
| 4445-4449 | Vendor Payments and Other | \$9,501 | \$0 |
| Welfare Subtotal | | \$25,760 | \$5,320 |
| Culture and Recreation | | | |
| 4520-4529 | Parks and Recreation | \$67,054 | \$68,729 |
| 4550-4559 | Library | \$207,000 | \$184,977 |
| 4583 | Patriotic Purposes | \$1,800 | \$1,500 |
| 4589 | Other Culture and Recreation | \$1,001 | \$1,000 |
| Culture and Recreation Subtotal | | \$276,855 | \$256,206 |



Expenditures

| Account | Purpose | Voted Appropriations | Actual Expenditures |
|---|--|----------------------|---------------------|
| Conservation and Development | | | |
| 4611-4612 | Administration and Purchasing of Natural Resources | \$3,552 | \$925 |
| 4619 | Other Conservation | \$0 | \$0 |
| 4631-4632 | Redevelopment and Housing | \$0 | \$0 |
| 4651-4659 | Economic Development | \$604 | \$0 |
| Conservation and Development Subtotal | | \$4,156 | \$925 |
| Debt Service | | | |
| 4711 | Long Term Bonds and Notes - Principal | \$0 | \$0 |
| 4721 | Long Term Bonds and Notes - Interest | \$0 | \$0 |
| 4723 | Tax Anticipation Notes - Interest | \$1 | \$0 |
| 4790-4799 | Other Debt Service | \$0 | \$0 |
| Debt Service Subtotal | | \$1 | \$0 |
| Capital Outlay | | | |
| 4901 | Land | \$0 | \$0 |
| 4902 | Machinery, Vehicles, and Equipment | \$284,199 | \$79,737 |
| 4903 | Buildings | \$0 | \$0 |
| 4909 | Improvements Other than Buildings | \$62,000 | \$22,600 |
| Capital Outlay Subtotal | | \$346,199 | \$102,337 |
| Operating Transfers Out | | | |
| 4912 | To Special Revenue Fund | \$0 | \$0 |
| 4913 | To Capital Projects Fund | \$0 | \$0 |
| 4914A | To Proprietary Fund - Airport | \$0 | \$0 |
| 4914E | To Proprietary Fund - Electric | \$0 | \$0 |
| 4914O | To Proprietary Fund - Other | \$0 | \$0 |
| 4914S | To Proprietary Fund - Sewer | \$0 | \$0 |
| 4914W | To Proprietary Fund - Water | \$0 | \$0 |
| 4915 | To Capital Reserve Fund | \$61,000 | \$61,000 |
| 4916 | To Expendable Trusts/Fiduciary Funds | \$258,829 | \$258,829 |
| 4917 | To Health Maintenance Trust Funds | \$0 | \$0 |
| 4918 | To Non-Expendable Trust Funds | \$0 | \$0 |
| 4919 | To Fiduciary Funds | \$0 | \$0 |
| Operating Transfers Out Subtotal | | \$319,829 | \$319,829 |
| Payments to Other Governments | | | |
| 4931 | Taxes Assessed for County | \$0 | \$610,916 |
| 4932 | Taxes Assessed for Village District | \$0 | \$39,157 |
| 4933 | Taxes Assessed for Local Education | \$0 | \$8,889,939 |
| 4934 | Taxes Assessed for State Education | \$0 | \$847,371 |
| 4939 | Payments to Other Governments | \$0 | \$0 |
| Payments to Other Governments Subtotal | | | \$10,387,383 |
| Total Before Payments to Other Governments | | \$4,659,942 | \$4,418,767 |



Expenditures

| | | |
|--|---------------------|---------------------|
| Plus Payments to Other Governments | | \$10,387,383 |
| Plus Commitments to Other Governments from Tax Rate | \$10,387,383 | |
| Less Proprietary/Special Funds | \$0 | \$0 |
| Total General Fund Expenditures | \$15,047,325 | \$14,806,150 |



Revenues

| Account | Source of Revenues | Estimated Revenues | Actual Revenues |
|---|---|--------------------|---------------------|
| Taxes | | | |
| 3110 | Property Taxes | \$0 | \$11,699,663 |
| 3120 | Land Use Change Tax - General Fund | \$18,425 | \$17,319 |
| 3121 | Land Use Change Taxes (Conservation) | \$0 | \$0 |
| 3180 | Resident Tax | \$0 | \$0 |
| 3185 | Yield Tax | \$4,400 | \$4,712 |
| 3186 | Payment in Lieu of Taxes | \$9,643 | \$5,615 |
| 3187 | Excavation Tax | \$200 | \$298 |
| 3189 | Other Taxes | \$0 | \$0 |
| 3190 | Interest and Penalties on Delinquent Taxes | \$50,000 | \$48,595 |
| 9991 | Inventory Penalties | \$0 | \$0 |
| Taxes Subtotal | | \$82,668 | \$11,776,202 |
| Licenses, Permits, and Fees | | | |
| 3210 | Business Licenses and Permits | \$200 | \$0 |
| 3220 | Motor Vehicle Permit Fees | \$980,000 | \$1,075,523 |
| 3230 | Building Permits | \$40,000 | \$45,551 |
| 3290 | Other Licenses, Permits, and Fees | \$80,000 | \$109,855 |
| 3311-3319 | From Federal Government | \$0 | \$0 |
| Licenses, Permits, and Fees Subtotal | | \$1,100,200 | \$1,230,929 |
| State Sources | | | |
| 3351 | Municipal Aid/Shared Revenues | \$0 | \$0 |
| 3352 | Meals and Rooms Tax Distribution | \$409,344 | \$409,344 |
| 3353 | Highway Block Grant | \$102,599 | \$189,771 |
| <i>Explanation: Included is the \$87,570 in SB-401 Block Money.</i> | | | |
| 3354 | Water Pollution Grant | \$0 | \$0 |
| 3355 | Housing and Community Development | \$0 | \$0 |
| 3356 | State and Federal Forest Land Reimbursement | \$282 | \$282 |
| 3357 | Flood Control Reimbursement | \$0 | \$0 |
| 3359 | Other (Including Railroad Tax) | \$15,533 | \$50,000 |
| 3379 | From Other Governments | \$0 | \$8,940 |
| <i>Explanation: FEMA</i> | | | |
| State Sources Subtotal | | \$527,758 | \$658,337 |
| Charges for Services | | | |
| 3401-3406 | Income from Departments | \$117,200 | \$123,366 |
| 3409 | Other Charges | \$0 | \$0 |
| Charges for Services Subtotal | | \$117,200 | \$123,366 |



Revenues

| Account | Source of Revenues | Estimated Revenues | Actual Revenues |
|---|--|---------------------|---------------------|
| Miscellaneous Revenues | | | |
| 3501 | Sale of Municipal Property | \$120,000 | \$56,269 |
| 3502 | Interest on Investments | \$7,200 | \$10,480 |
| 3503-3509 | Other | \$10,000 | \$27,630 |
| Miscellaneous Revenues Subtotal | | \$137,200 | \$94,379 |
| Interfund Operating Transfers In | | | |
| 3912 | From Special Revenue Funds | \$89,337 | \$10,875 |
| <i>Explanation: Budget is for the ambulance.</i> | | | |
| 3913 | From Capital Projects Funds | \$0 | \$0 |
| 3914A | From Enterprise Funds: Airport (Offset) | \$0 | \$0 |
| 3914E | From Enterprise Funds: Electric (Offset) | \$0 | \$0 |
| 3914O | From Enterprise Funds: Other (Offset) | \$0 | \$0 |
| 3914S | From Enterprise Funds: Sewer (Offset) | \$0 | \$0 |
| 3914W | From Enterprise Funds: Water (Offset) | \$0 | \$0 |
| 3915 | From Capital Reserve Funds | \$126,000 | \$0 |
| 3916 | From Trust and Fiduciary Funds | \$0 | \$0 |
| 3917 | From Conservation Funds | \$0 | \$0 |
| Interfund Operating Transfers In Subtotal | | \$215,337 | \$10,875 |
| Other Financing Sources | | | |
| 3934 | Proceeds from Long Term Bonds and Notes | \$0 | \$0 |
| Other Financing Sources Subtotal | | \$0 | \$0 |
| Less Proprietary/Special Funds | | \$0 | \$0 |
| Plus Property Tax Commitment from Tax Rate | | \$11,763,413 | |
| Total General Fund Revenues | | \$13,943,776 | \$13,894,088 |



Balance Sheet

| Account | Description | Starting Balance | Ending Balance |
|---|---|--------------------|--------------------|
| Current Assets | | | |
| 1010 | Cash and Equivalents | \$4,021,077 | \$7,385,978 |
| 1030 | Investments | \$0 | \$0 |
| 1080 | Tax Receivable | \$3,099,179 | \$521,050 |
| 1110 | Tax Liens Receivable | \$109,067 | \$58,625 |
| <i>Explanation: Net of \$165,000 allowance.</i> | | | |
| 1150 | Accounts Receivable | \$85,836 | \$29,319 |
| 1260 | Due from Other Governments | \$101,287 | \$127,789 |
| 1310 | Due from Other Funds | \$10,302 | \$73,552 |
| 1400 | Other Current Assets | \$53,428 | \$49,473 |
| <i>Explanation: Prepaids</i> | | | |
| 1670 | Tax Deeded Property (Subject to Resale) | \$81,824 | \$78,633 |
| Current Assets Subtotal | | \$7,562,000 | \$8,324,419 |
| Current Liabilities | | | |
| 2020 | Warrants and Accounts Payable | \$68,748 | \$159,337 |
| 2030 | Compensated Absences Payable | \$73,189 | \$56,643 |
| 2050 | Contracts Payable | \$0 | \$0 |
| 2070 | Due to Other Governments | \$59,291 | \$29,708 |
| 2075 | Due to School Districts | \$3,798,542 | \$5,237,310 |
| 2080 | Due to Other Funds | \$229,763 | \$428,996 |
| 2220 | Deferred Revenue | \$34,376 | \$26,396 |
| 2230 | Notes Payable - Current | \$0 | \$0 |
| 2270 | Other Payable | \$0 | \$0 |
| Current Liabilities Subtotal | | \$4,263,909 | \$5,938,390 |
| Fund Equity | | | |
| 2440 | Non-spendable Fund Balance | \$135,252 | \$128,106 |
| 2450 | Restricted Fund Balance | \$0 | \$0 |
| 2460 | Committed Fund Balance | \$0 | \$0 |
| 2490 | Assigned Fund Balance | \$58,098 | \$48,156 |
| 2530 | Unassigned Fund Balance | \$3,104,741 | \$2,209,767 |
| Fund Equity Subtotal | | \$3,298,091 | \$2,386,029 |



Tax Commitment

| Source | County | Village | Local Education | State Education | Other | Property Tax |
|-------------------|------------------|-----------------|--------------------|------------------|------------|---------------------|
| MS-535 | \$610,916 | \$39,157 | \$8,889,939 | \$847,371 | \$0 | \$11,699,663 |
| Commitment | \$610,916 | \$39,157 | \$8,889,939 | \$847,371 | | \$11,763,413 |
| Difference | \$0 | \$0 | \$0 | \$0 | | (\$63,750) |

General Fund Balance Sheet Reconciliation

| | |
|------------------------------|---------------------|
| Total Revenues | \$13,894,088 |
| Total Expenditures | \$14,806,150 |
| Change | (\$912,062) |
| Ending Fund Equity | \$2,386,029 |
| Beginning Fund Equity | \$3,298,091 |
| Change | (\$912,062) |



Proposal **STONEFENCE**

Page No. 1
of 1 Pages

Dan Schroth
Pittsfield, NH
603/435-6048

PROPOSAL SUBMITTED TO:

PHONE:

435-6048

DATE:

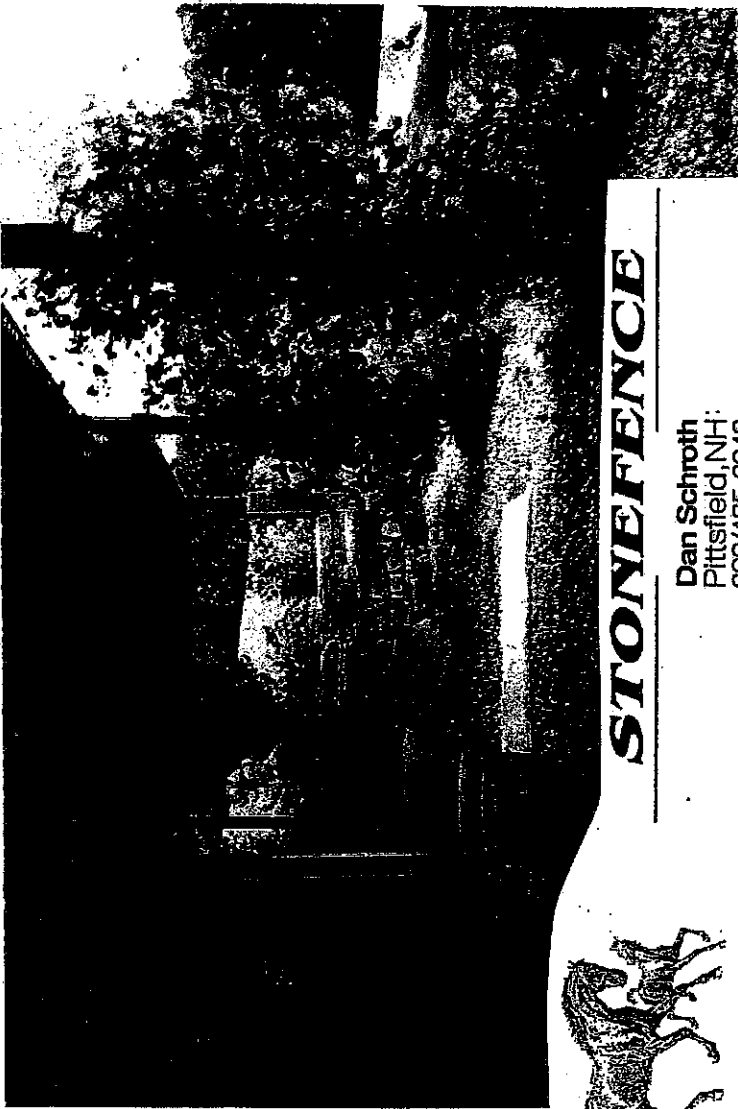
6/24/23

HAY NORTHWOOD SELECTMAN

I STOPPED BY THE ATHLETIC FIELD
FRI NIGHT TO SEE HOW THE BEANS
WERE DOING.

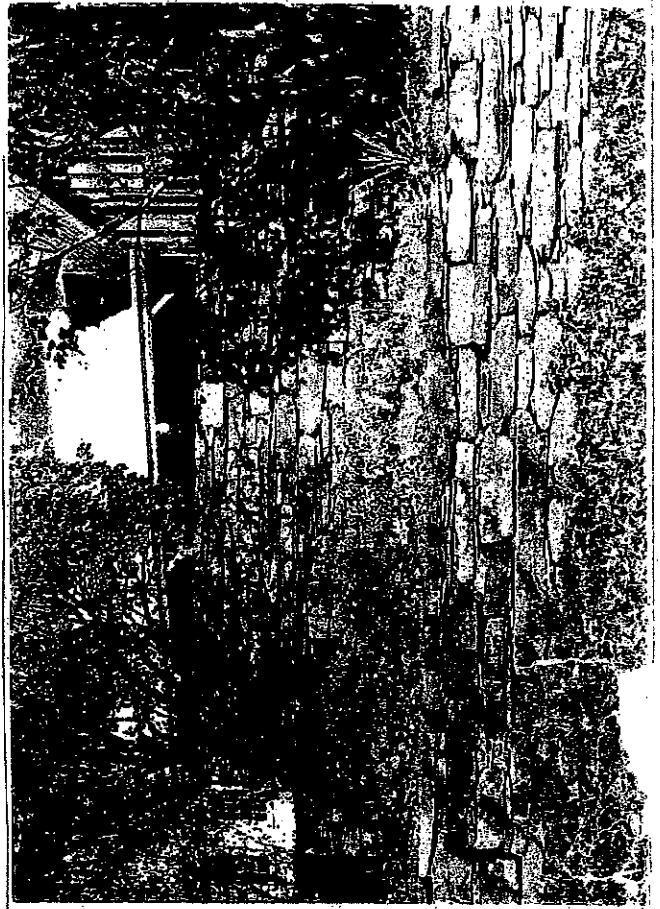
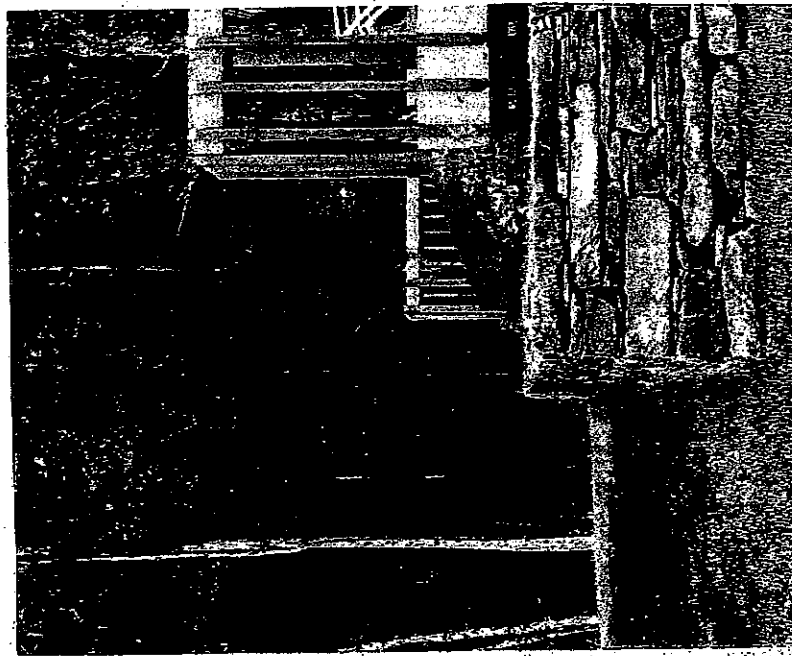
I NOTICED THE LARGE PILE OF ROUB
YOU HAD BCASTED.

I WOULD BE HAPPY TO BUILD A SMALL
STONE PROTECT AROUND YOUR NEW E-SIGN
DIE IT OUT PUT IN SOME HARD PAL
GET THE TOWN TO USE THEIR BACKHOE TO GET
2 FRONT BUCKET LOADS AND 2 BACK BUCKET LOADS
HAVE THEM MEET ME AT MEAD FIELD ANYTIME
AND I WILL PICK OUT SOME BEAUTY'S
AND HELP DELIVER TO TOWN HALL WITH BACKHOE OR
' ANYWAY I DON'T NEED MONEY FOR THIS JOB
JUST A LITTLE HELP Dan Schroth



STONEFENCE

Dan Schroth
Pittsfield, NH
603/435-6048



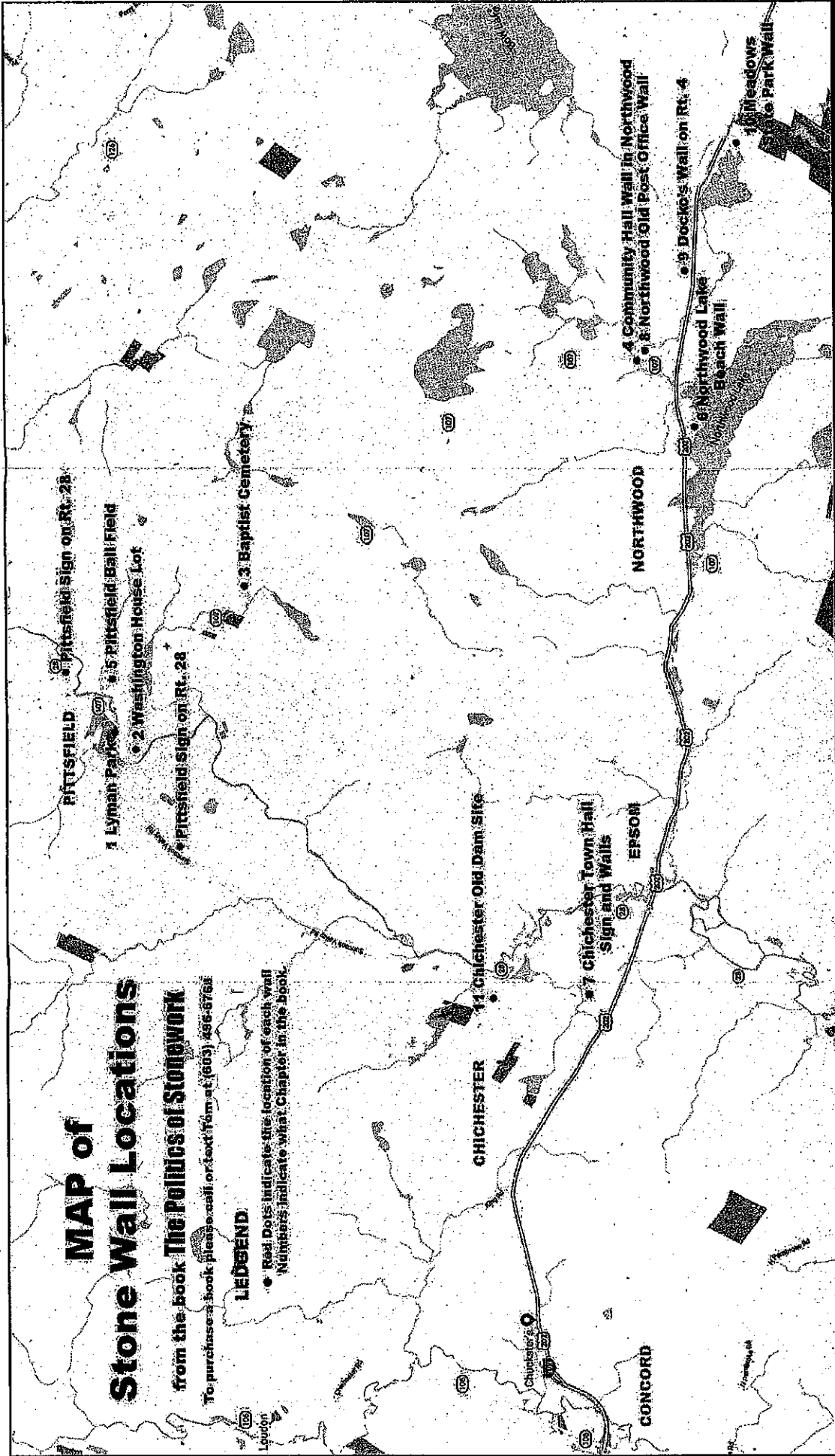
MAP of Stone Wall Locations

from the book **The Politics of Stonework**

To purchase the book please call or text Tom at (603) 496-6768

LEGEND

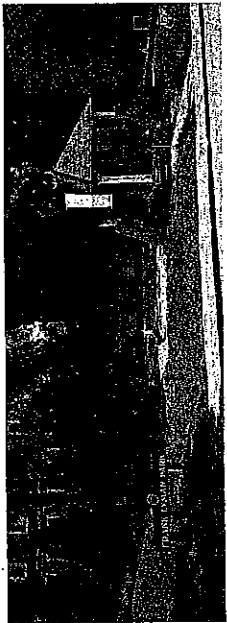
- Red Dots indicate the location of each wall
- Numbers indicate what Chapter in the book



MAP DIRECTIONS

| | | | | | |
|------------------|---|------------------|---|-------------------|---|
| Chapter 1 | Lyman Park Carrole Street Pittsfield, NH | Chapter 5 | Pittsfield Baseball Field Tilton Hill Road, Pittsfield, NH | Chapter 9 | Docko's Wall Route 4 Rt. 4 Northwood, NH |
| Chapter 2 | Washington House Main Street, Factory Hill, Above Dam in Pittsfield | Chapter 6 | Northwood Lake Beach Lake Shore Drive across from Heritage Hardware Store in Northwood, NH | Chapter 10 | The Meadows Stone Project Rt. 4 Northwood, NH Across from the Puzzle Place on Rt. 4 |
| Chapter 3 | The Baptist Cemetery on Tucker Hill Rt. 107 above Jenness Pond Top of the hill past Watson Locke Cemetery | Chapter 7 | Chichester Town Hall Main Street Chichester, NH | Chapter 11 | Chichester Old Dam Site Main Street Chichester Across from Elementary School |
| Chapter 4 | Community Hall in Northwood Junction Rt. 107 and School St. Northwood Narrows, Northwood, NH | Chapter 8 | The Old Post Office at Northwood Narrows Junction of Rt. 107 and School Street Northwood Narrows, Northwood, NH | | |

For information or to buy a book call, Tom Hitchcock 603.496.6768



Chapter 1 Lyman Park



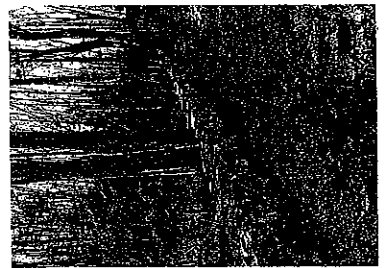
Chapter 2 Washington House



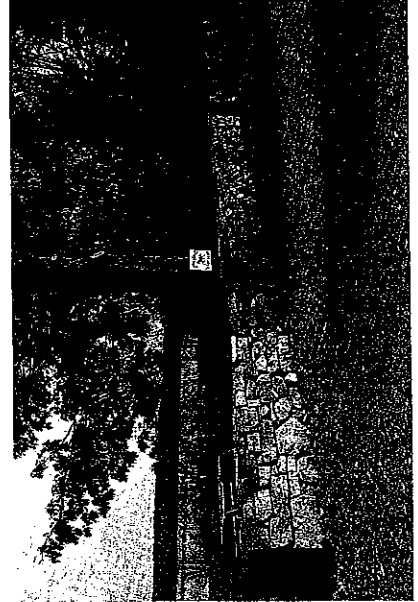
Chapter 3 The Baptist Cemetery on Tucker Hill



Chapter 4 Community Hall in Northwood Narrows



Chapter 5
Pittsfield
Baseball
Field



Chapter 6 Northwood Lake Beach

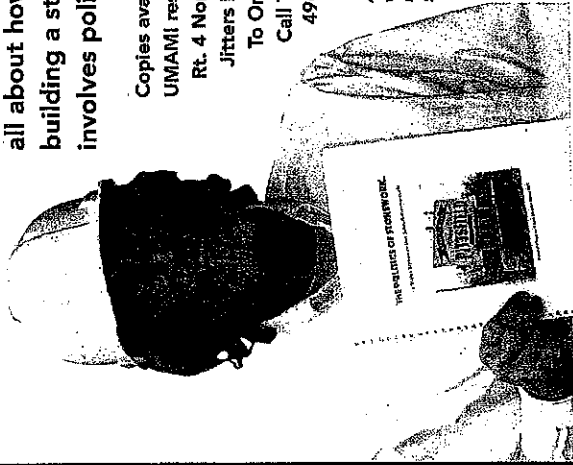
Photography by Thomas Hitchcock

THE POLITICS OF STONEWORK.

by Mister Stoneman Dan Schroth Piermarocchi

Buy a copy and read
all about how even
building a stone wall
involves politics.

Copies available at,
UMAMI restaurant
Rt. 4 Northwood &
Jitters in Pittsfield
To Order a Book
Call Tom at,
496-6768

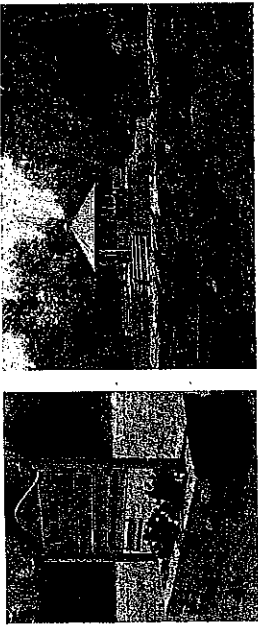


A small portion
will go to the
new Historical
Society Museum.

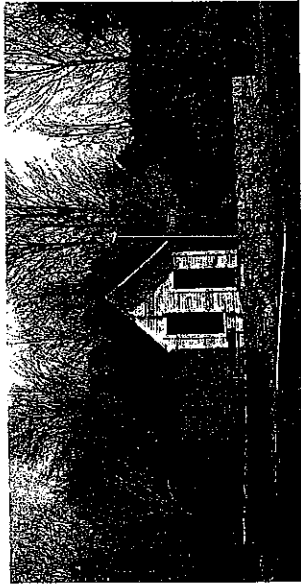
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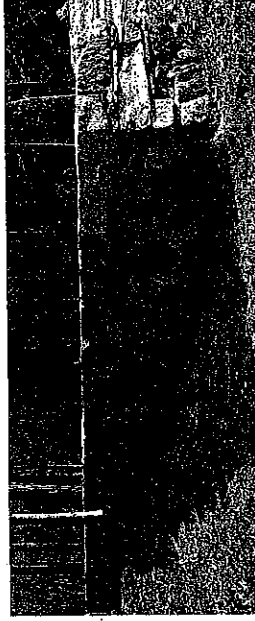
Chapter 7 Chichester Town Hall



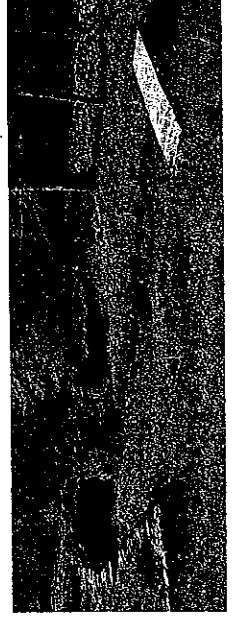
Chapter 8 Old Post Office at Northwood Narrows



Chapter 9 Docko's Wall on Rt. 4



Chapter 10 The Meadows Stone Project



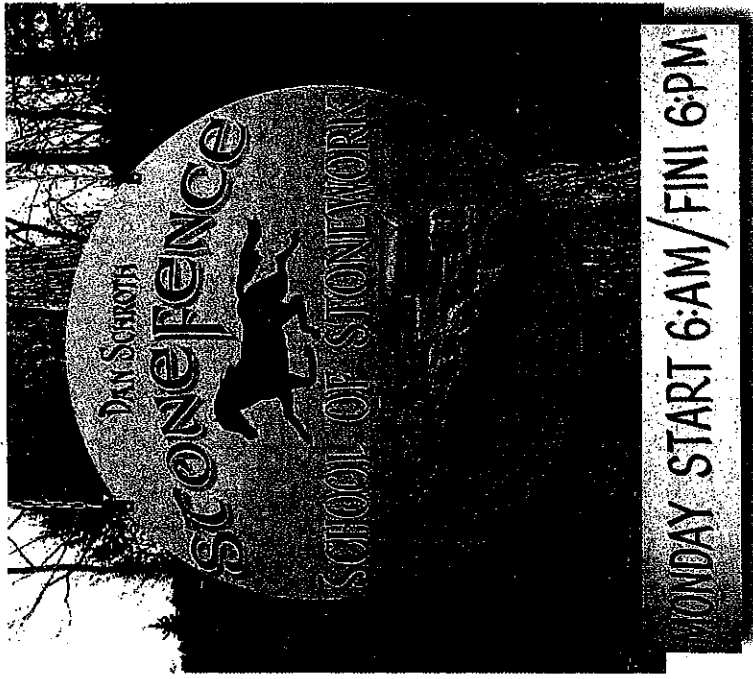
Chapter 11 Chichester Old Dam Walls

BUSINESS VALUES - LIFE'S VALUES

What I learned - Where I learned it

1. You have to be good for your word. - Henry Schroth
2. In order to be considered honest, you have to be honest all the time. - Doug Briggs
3. When you take an oath, you will be required to uphold it. - United States Navy
4. In order to be successful in business, you must be number 1 or number 2 in that business. - General Electric Co.
5. Do not become bored, if you are bored you are not doing enough for other people, family or your community. - Alcoholics Anonymous
6. A man or woman who does not know his or her rights, has none. - Elmer Tasker
7. The world needs you to be good. There are many troubles in our world. However, they are not insurmountable. Take care of yourself first, and then you will be able to help take care of our world. - Mexico, Brazil, USA

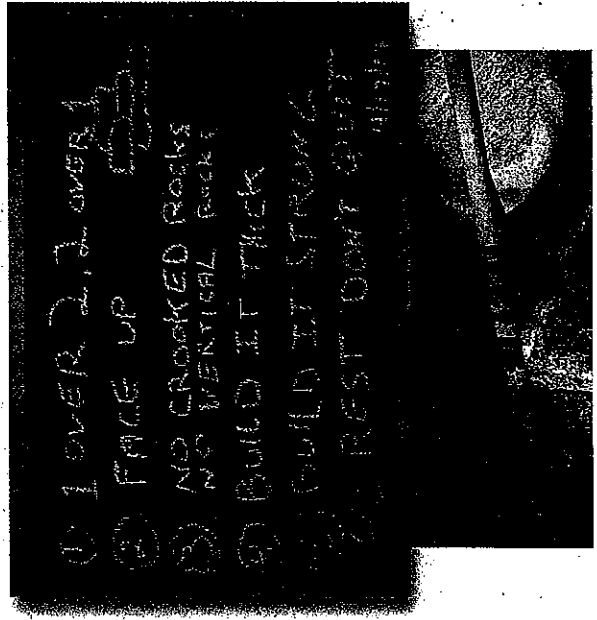
Daniel Schroth
January 2001



No registration required.

Just show up Mondays at 6AM ready to go!

Location: 303 Clough Road Pittsfield, NH



July 31, 2023

I Linda Smith assign any and all rights I may have in the design and use of the black and white digital so called town seal shown below to the Town of Northwood for the Town's exclusive use and any other uses as approved by the Northwood Select Board. I retain all the rights I have to the colored version of the seal currently being used by the Town on the town's website and other official town uses and hereby grant permission for those uses until rescinded.

Linda Smith

Linda Smith

7/31/23

Date



FST



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

July 27, 2023

David Rodrigue, P.E.
Assistant Commissioner
Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

Hal Kreider, Chair of Selectboard
Town of Northwood
818 First NH Turnpike
Northwood, NH 03261

**Re: Northwood Highway Block Grant Aid – in Accordance with RSA 235:23
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Kreider:

The following is notification of State Highway Block Grant Aid available to your town in State Fiscal Year 2024 (July 1, 2023 thru June 30, 2024) based on estimated revenues through June 30, 2023. The Block Grant Aid payment includes highway revenue from Senate Bill (SB) 367 that was effective July 1, 2014. The total could possibly change based on final audited State Fiscal Year 2023 revenues. The resulting adjustment will be reflected in the April payment. Funding is anticipated to be available upon the availability and continued appropriation of funds in the future operating budget.

State Highway Block Grant Aid anticipated to be available to the Town of Northwood during Fiscal Year 2024 (July 1, 2023 to June 30, 2024) is as follows:

| | |
|-------------------------------|-------------|
| July 2023 Actual Payment: | \$32,093.18 |
| October 2023 Actual Payment: | \$32,093.18 |
| January 2024 Actual Payment: | \$21,395.45 |
| April 2024 Estimated Payment: | \$21,395.44 |

TOTAL FOR FY 2024: \$106,977.25

In generalized terms and in accordance with statutory provisions for distribution of Apportionment "A" and SB 367 funds, a disbursement is made of approximately \$1,463 for each mile of Class IV and Class V highway inventoried by each municipality and approximately \$13 for each person residing in a municipality based on the state planning estimate of population. Apportionment "B" is distributed this year to 14 small towns under a somewhat more complicated formula as specified in RSA 235:23, which recognizes the economics of maintaining their Class V highway mileage when considered in relationship to their equalized valuation tax base.

Please contact us at 271-3344 if you have any questions.

Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N |
|----|--|--|----------------|-----------------|------------|--------------|------------|---|---|---|---|---|---|--------------------|
| 1 | Town of Northwood | | | | | | | | | | | | | Updated 08/04/2023 |
| 2 | Select Board and Administration Task Manager | | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | | | |
| 4 | Date Listed | Task | Priority Level | Assignee(s) | Due Date | Revised Date | Status | Notes | | | | | | |
| 5 | 3/23/2021 | Board Review of All Committees and Their Charges | High | WJ/BoS | 5/30/2021 | TBD | In process | determine if still needed, is charge/mission clear and accurate | | | | | | |
| 6 | | | | | | | | | | | | | | |
| 7 | 6/10/2021 | Bow St. and RT4 Intersection Drainage Issue | High | WJ/CB/DOT | TBA | | In process | no DOT assistance, legal action by property owners | | | | | | |
| 8 | | | | | | | | | | | | | | |
| 9 | 6/29/2021 | Address Gulch Pond Dam DES Notice | Medium | WJ/CB | 9/1/2021 | TBD | | address letter of recommendations from DES | | | | | | |
| 10 | | | | | | | | | | | | | | |
| 11 | 4/13/2021 | Organize a Conference of Committees | Medium | WJ/BoS | Apr-22 | TBD | | organize a meeting of all boards and committees to discuss mission, etc. | | | | | | |
| 12 | | | | | | | | | | | | | | |
| 13 | 1/5/2021 | Review of Town Policies and Ordinances | Medium | BoS/WJ | 9/1/2021 | on going | In process | review during each BoS meetings beginning 03/15/2021 until complete | | | | | | |
| 14 | | | | | | | | | | | | | | |
| 15 | 1/15/2021 | Cable TV Franchise Agreement Renewal Process | low | WJ/BoS/Atlantic | 12/31/2023 | 12/31/2024 | In process | discussions ongoing with Breezeline to extend existing agreement | | | | | | |
| 16 | | | | | | | | | | | | | | |
| 17 | 12/14/2021 | Investigate Street Lights for Rt. 4 Intersections | High | WJ | 1/31/2022 | TBA | | Contact Eversource for Information and cost, pending Rt4 safety comm. | | | | | | |
| 18 | | | | | | | | | | | | | | |
| 19 | 1/15/2022 | Investigate Solar Array Options on Town Property | Medium | WJ | 3/1/2022 | TBD | In process | See options to lease land to solar generating company | | | | | | |
| 20 | | | | | | | | | | | | | | |
| 21 | 2/3/2022 | Options/Solutions for Police and Fire Facilities | Medium | WJ/BoS/JS/SFC | 9/1/2022 | 12/31/2023 | In process | determine options for improvements or replacement of PD and Narrows FD | | | | | | |
| 22 | | | | | | | | | | | | | | |
| 23 | 3/15/2022 | Improve Communications to Citizens | High | WJ/BoS | 4/26/2022 | 10/15/2023 | In process | look at contract for regular/monthly newsletter, video presentations, etc. | | | | | | |
| 24 | | | | | | | | | | | | | | |
| 25 | 8/9/2022 | Organize Community Garden interests | Medium | WJ/SB/CB/VD | 3/1/2024 | | on hold | organize community for 2024 growing season | | | | | | |
| 26 | | | | | | | | | | | | | | |
| 27 | 12/22/2022 | Develop Communications Newsletter with Vendor | Medium | WJ/HK | 2/1/2023 | 10/1/2023 | In process | working with consultant on setup and weekly production. | | | | | | |
| 28 | | | | | | | | | | | | | | |
| 29 | 12/8/2022 | Upgrade Town Meeting Room Sound System | High | WJ | 1/15/2023 | 8/8/2023 | In process | waiting quotes for upgrading mics and video system | | | | | | |
| 30 | | | | | | | | | | | | | | |
| 31 | 3/1/2023 | Address issues with Transfer Station from DES | high | WJ/CB | 4/25/2023 | TBD | In process | address letter of concerns from NHDES, Permitting Closures Plan etc. | | | | | | |
| 32 | | | | | | | | | | | | | | |
| 33 | 3/1/2023 | Address NHDES issues with Septage Lagoon System | High | WJ/CB | 4/15/2023 | TBD | In process | address letter of concern from DES, evaluate closing the facility vs. Improving | | | | | | |
| 34 | | | | | | | | | | | | | | |
| 35 | 5/9/2023 | Evaluate town hall meeting layout and redesign | high | WJ/BoS | 7/1/2023 | TBD | In process | seek consultant to design new layout for users and public participation | | | | | | |
| 36 | | | | | | | | | | | | | | |
| 37 | 5/9/2023 | Review and Update All position Descriptions | Medium | TA/FD | 9/1/2023 | | In process | Confirm latest version signed and on file with Finance Director | | | | | | |
| 38 | | | | | | | | | | | | | | |
| 39 | 5/9/2023 | Resume scanning files in all departments | Medium | Dept Heads | 10/1/2023 | | | connect with RPC for use of scanners | | | | | | |
| 40 | | | | | | | | | | | | | | |
| 41 | 5/9/2023 | Review paved road plan inventory for completeness | Medium | TA/CB/RPC | 7/1/2023 | 8/1/2023 | In process | determine what roads are missing from the plan list and update | | | | | | |
| 42 | | | | | | | | | | | | | | |
| 43 | 7/7/2023 | Remove Former Center School Building | High | WJ/CB/BoS | 9/1/2023 | | | raze or sell to be taken off Town property | | | | | | |
| 44 | | | | | | | | | | | | | | |
| 45 | 7/7/2023 | Installation of Generator Installation at Elem. School | Medium | WJ/BoS/SB | TBD | | | pending final grant approval and availability of generator and propane gas | | | | | | |
| 46 | | | | | | | | | | | | | | |
| 47 | 7/7/2023 | Review non-public session minutes for release | High | WJ/BoS/NI | 8/8/2023 | | | WJ to review for recommendation to Board | | | | | | |
| 48 | 1/24/2023 | Review Culvert Matter on Ridge Road | high | WJ/CB/BoS | 4/15/2023 | 4/25/2023 | Complete | site visit and review engineers report from land owner | | | | | | |
| 49 | | | | | | | | | | | | | | |
| 50 | 1/11/2022 | Spruce Up Town Hall | High | WJ/HK/BB/TC | 2/15/2022 | 4/28/2023 | Complete | remove unwanted furniture and equip., paint, window coverings | | | | | | |
| 51 | | | | | | | | | | | | | | |
| 52 | 1/25/2021 | Update Wage Scale | High | WJ/BoS/CE | 4/15/2021 | 2/28/2023 | Complete | Update wage Grade and Step scale | | | | | | |
| 53 | | | | | | | | | | | | | | |

| A | B | C | D | E | F | G | H | I | J | K | L | M | N |
|-----|------------|--|--------|----------------|------------|---|---|---|------------|---|----------|---|---|
| 54 | 10/14/2022 | Replace Town Offices Computer Server | High | WJ/Mainstay | 4/1/2023 | | | | | | Complete | warranty support expires May 2023, need to order hardware by 12/1/22 | |
| 55 | | | | | | | | | | | | | |
| 56 | 8/4/2021 | Develop MOU with School for Emergency Shelter | Medium | WJ/BoS | 10/1/2021 | | | | 2/14/2023 | | Complete | work w/school admin and EMD to develop MOU for emergency shelter | |
| 57 | | | | | | | | | | | | | |
| 58 | 3/15/2022 | Install New Message Sign for Town Hall Site | High | WJ/CB/BoS | 4/26/2022 | | | | 1/20/2023 | | Complete | sign ordered 7/15 9 - 10 weeks delivery, town does electrical | |
| 59 | | | | | | | | | | | | | |
| 60 | 9/15/2022 | Conduct Surplus Equipment Sale | High | WJ/CB | 11/1/2022 | | | | | | Complete | Organize public auction for surplus equipment sale | |
| 61 | | | | | | | | | | | | | |
| 62 | 7/12/2022 | Coordinate new venue for elections other than school | High | WJ/BoS | 8/9/2022 | | | | | | Complete | re-establish use of parish hall for all elections | |
| 63 | | | | | | | | | | | | | |
| 64 | 5/7/2021 | Investigate Harvey Lake Dam Ownership | High | WJ | 6/15/2021 | | | | 9/1/2021 | | Complete | determine ownership, address DES findings of 01/2020 | |
| 65 | | | | | | | | | | | | | |
| 66 | 5/7/2021 | Evaluate condition of boat ramps | High | WJ/ConCom/DES | 7/1/2021 | | | | 9/1/2021 | | Complete | research improvements to Northwood & Harvey LK ramps | |
| 67 | | | | | | | | | | | | | |
| 68 | 8/4/2021 | Coordinate Public Auction with Auctioneer | High | WJ/BoS/Staff | 10/16/2021 | | | | | | Complete | Auction date 10/16/21, location TBD | |
| 69 | | | | | | | | | | | | | |
| 70 | 8/4/2021 | Begin FY22 Budget Preparation Process | High | WJ/CE/Staff | 9/13/2021 | | | | | | Complete | Issue package to department heads requesting line item budget detail | |
| 71 | | | | | | | | | | | | | |
| 72 | 8/10/2021 | Public Hearing Regarding Ambulance Rates Increase | High | WJ/BoS/MT | 8/24/2021 | | | | | | Complete | | |
| 73 | | | | | | | | | | | | | |
| 74 | 8/10/2021 | Town Owned Property Abutter Sale | High | WJ/BoS/CM | 0825/21 | | | | | | Complete | In-house sale to abutters with restrictions | |
| 75 | | | | | | | | | | | | | |
| 76 | 1/5/2021 | Sale of Auction of Available Town Owned Property | High | WJ/BoS | 8/30/2021 | | | | 10/16/2021 | | Complete | determine status and confirm list w/BoS, ConCom,Rec Commission | |
| 77 | | | | | | | | | | | | | |
| 78 | 8/24/2021 | Deliver TA FY22 Budget to BoS | High | WJ/CE/DHheads | 10/12/2021 | | | | | | Complete | | |
| 79 | | | | | | | | | | | | | |
| 80 | 1/15/2021 | Update and Improve Town Website | Medium | WJ/BoS/Staff | 8/1/2021 | | | | 9/15/2021 | | Complete | meeting scheduled with host/design company on 4/29 | |
| 81 | | | | | | | | | | | | | |
| 82 | 8/24/2021 | Department Head Budget Presentations to BOS | High | DHs/WJ/CE | See notes | | | | | | Complete | Two sessions: 10/19 worksession & 10/26, 11/2 wrap up | |
| 83 | | | | | | | | | | | | | |
| 84 | 8/24/2021 | Deliver BOS Budget to LS for distribution to BC | High | WJ/CE | 11/18/2021 | | | | | | Complete | Budget Info packets to BC | |
| 85 | | | | | | | | | | | | | |
| 86 | 2/4/2021 | Complete New Road Surface Management System | High | WJ/CB/SCRPC | 11/31/2021 | | | | | | Complete | process to begin in late spring/summer, kickoff meeting on 7/20 | |
| 87 | | | | | | | | | | | | | |
| 88 | 8/24/2021 | BC Review of Town Budget | High | WJ/CE/JIG | 12/4/2021 | | | | | | Complete | | |
| 89 | | | | | | | | | | | | | |
| 90 | 10/19/2021 | Implement Transition to New Finance Software | High | CE/WJ/MTS | 10/15/2021 | | | | 12/15/2021 | | Complete | begin transferring data from ProFund to MTS | |
| 91 | | | | | | | | | | | | | |
| 92 | 10/19/2021 | Go "Live" with New Finance Software | High | CE/WJ/MTS | 12/15/2021 | | | | 1/1/2022 | | Complete | run redundant programs prior to full change over | |
| 93 | | | | | | | | | | | | | |
| 94 | 3/9/2021 | Review and Update Cyber Security Protection | High | WJ/CE/Mainstay | 4/15/2021 | | | | 1/21/2022 | | Complete | Review policies and practices, program protection, hardware status | |
| 95 | | | | | | | | | | | | | |
| 96 | 9/28/2021 | Public Hearing for Use of ARPA funds | High | WJ/BoS | 5/10/2022 | | | | 5/24/2022 | | Complete | Seeking public input on how to use these unanticipated funds. | |
| 97 | | | | | | | | | | | | | |
| 98 | 1/15/2021 | Review and Update Personnel Policy | High | WJ/BoS | 4/15/2021 | | | | 6/28/2022 | | Complete | Have current policy reviewed by legal for compliance &w/BoS for updates | |
| 99 | | | | | | | | | | | | | |
| 100 | 3/15/2022 | Research New Message Sign for Town Hall Site | High | WJ/CB/BoS | 4/26/2022 | | | | 5/24/2022 | | Complete | Look at design options and price estimates | |
| 101 | | | | | | | | | | | | | |
| 102 | 3/15/2022 | Public Q & A Session with School Board | Medium | WJ/SB/BoS | 7/12/2022 | | | | | | Complete | open Q & A session with taxpayers regarding local government | |
| 103 | | | | | | | | | | | | | |
| 104 | 2/8/2022 | Route 4 Safety Study | Medium | WJ/BoS/GG | 6/1/2022 | | | | 8/1/2022 | | Complete | review and update prior committee work with DOT and DOS | |
| 105 | | | | | | | | | | | | | |
| 106 | 7/12/2022 | Coordinate and implement migration to new email | Medium | WJ/Mainstay | 10/1/2022 | | | | 9/15/2022 | | Complete | will move to safer system MS Office 360 email from Google | |

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NAOMI N. BUTTERFIELD – OF COUNSEL

TELEPHONE (603) 524-3885

July, 2023

Dear Clients (Officials, Staff and volunteers),
many of whom have grown to be friends –

Over the past 53 years, good health, good luck and good people have allowed me to enjoy providing guidance for your municipalities. However, at some point this must come to an end, and I want to make that decision rather than have circumstances dictate it. Therefore, I have decided to retire. My last day in the office will be Thursday, September 28th, and my first official day of retirement will be October 1, 2023.

I will leave with the knowledge that our “municipal-only” law firm is in strong hands. I am proud that Laura has grown to possess an unsurpassed knowledge of municipal law and is highly respected statewide by municipal officials, judges and attorneys. Joe, who came to us with 10 years of litigation experience, has proven himself in his time here as both a wise counselor and an insightful, effective trial advocate. Naomi has repeatedly proven her value and expert knowledge helping our clients extract themselves from complex employment messes. And others will be joining them to add additional strengths.

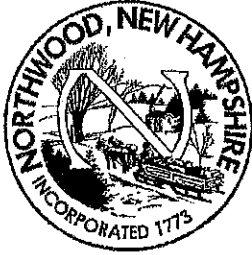
Please feel free to reach out to any of us if you have questions about my change in status.

While there often is a touch of sadness in making this type of decision, I have been privileged and honored to have done what I have enjoyed for so long - so how can I be sad.

Thank you all - I will miss you.



Walter



TOWN OF NORTHWOOD, NEW HAMPSHIRE
Administration Office

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wjohnson@town.northwood.nh.us

July 25, 2023

Jeffrey Blecharczyk
Compliance Supervisor, Wetlands Bureau
Land Resources Management
PO Box 95
Concord NH 03302-0095

Re: Flat Meadow Marsh Wetlands – Northwood, NH

Dear Jeffrey,

The members of the Northwood Select Board would like to express to you our deep concern regarding the recent detrimental impact erosion has had on the Flat Meadow Marsh wetlands from the Pelletier development project on Old Turnpike Road in Northwood.

We understand you have been made aware of this situation and currently working with our compliance officer Will Dinsmore and our land use department staff to assess the impact and confirm the complete and proper permits and management plans are being in place and being adhered to. We respectfully request your immediate attention to this matter so any further negative impact to this wetland area is avoided.

If members of the Town staff can be of assistance in addressing this matter, please contact Will Dinsmore, our compliance officer, or Town Administrator Walter Johnson.

Sincerely,

Hal Kreider, Chairman
Northwood Select Board

CC: Will Dinsmore, Northwood Compliance Officer