



Northwood, NH Board of Selectmen Agenda December 26th, 2023

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

- 6:15pm DPW Foreman Chris Brown**
- 6:30pm Linda Smith, (Free Will Baptist Church)**
- 7:00pm PUBLIC HEARING – RSA 31:95(b) III-(a); Accept unanticipated revenue**

Approve Minutes

- December 12th, 2023**
- Consent Agenda**

ONGOING BUSINESS

- TA Report**

NEW BUSINESS

- Request for support; signage on Rt 202**
- SRPC Service Agreement**
- One Sky CDBG resubmission**
- Elected positions on Warrant**
- Order of Warrant questions**
- fyi – Community Center ceiling**

+++++

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

12/18/2023

DATE OF REQUEST

12/26/2023

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 _____ OR Non-Public Session: #2 RSA letter: C

Urgent request to speak with the board regarding 6385.00 tax bill received this week for Free Will Baptist Church . I am requesting to attend as a private citizen and also have facts based on my employment with the town related to this matter. I will be speaking with the assessor as soon as I am able to make an appt before the meeting.

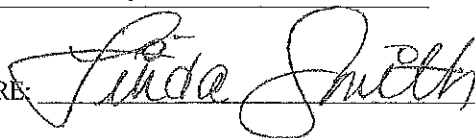
Linda Smith

PRINT NAME

70 Old Turnpike Rd

ADDRESS

SIGNATURE



608-2212

TEL. NUMBER

CELL PHONE

Northwood, NH 03261

TOWN, STATE, ZIP

OWNER INFORMATION		SALES HISTORY		PRICE GRANTOR	
Date	Book	Page	Type		Price Grantor
FREEWILL BAPTIST CHURCH LINDA SMITH PO BOX 41 NORTHWOOD, NH 03261					
LISTING HISTORY		NOTES			
06/09/22	MAIL	APPT	LETTER	WHT; FREE WILL BAPTIST CHURCH; 4 /04 NEW SHED RW; 2020 CYC-NC.	
06/03/22	MAIL	APPT	LETTER	2023 REMOVED EXEMPTION NOT USED AS CHURCH	
05/28/20	EORM				
08/03/17	KCCM				
05/19/16	INSP			MARKED FOR INSPECTION	
02/17/15	KCM				
08/31/09	KCX				
07/13/05	SSME				

MUNICIPAL SOFTWARE BY AVIAR

Year	Building	Features	Land
2021	\$ 390,300	\$ 4,600	\$ 103,890
		Parcel Total: \$ 498,700	
2022	\$ 334,600	\$ 4,600	\$ 123,500
		Parcel Total: \$ 462,700	
2023	\$ 334,600	\$ 4,600	\$ 123,500
		Parcel Total: \$ 462,700	

PARCEL TOTAL TAXABLE VALUE

Feature Type	Units	Length x Width	Size Adj	Rate	Cond	Market Value	Notes
SHED	144	12 x 12	171	12.00	60	1,773	
SHED	120	10 x 12	193	12.00	100	2,779	
						4,600	

EXTRA FEATURES VALUATION

LAND VALUATION		LAST REVALUATION: 2022	
Zone	Minimum Acreage	Minimum Frontage	150
RURAL	2.00	Minimum Frontage	150
Land Type	Units	Base Rate	NC Adj Site Road DWay Topography Cond Ad Valorem SPI R Tax Value Notes
COM/IND	0.420 ac	123,466 E	100 100 100 100 100 100 123,500 0 N 123,500
	0.420 ac		123,500

BUILDING DETAILS

Model: 2.00 STORY FRAME CHURCH
 Roof: GABLE HIP/ASPHALT
 Ext: CLAP BOARD
 Int: PLASTERED
 Floor: PINE/SOFT WD/CARPET
 Heat: OIL/FA DUCTED

Bedrooms: Baths: 1.0 Fixtures:
 Extra Kitchens: Fireplaces:
 Generators:

A/C: No
 Quality: A0 AVG
 Comm. Wall:
 Size Adj: 0.8371 Base Rate: CCH 165.00
 Bidg. Rate: 0.7633
 Sq. Foot Cost: \$ 125.94

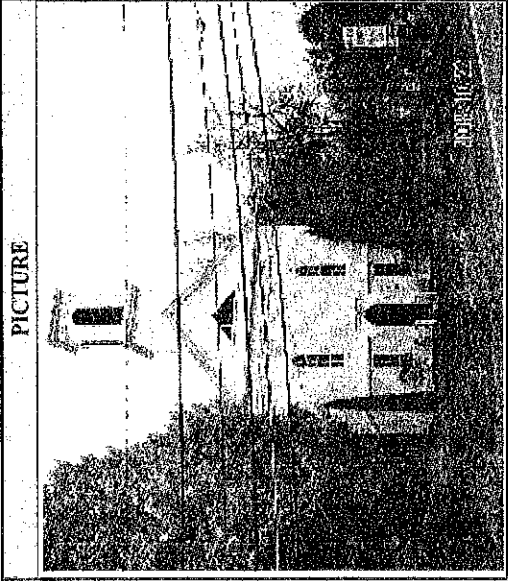
TAXABLE DISTRICTS

District	Percentage
WATER DIST	% 100

OWNER

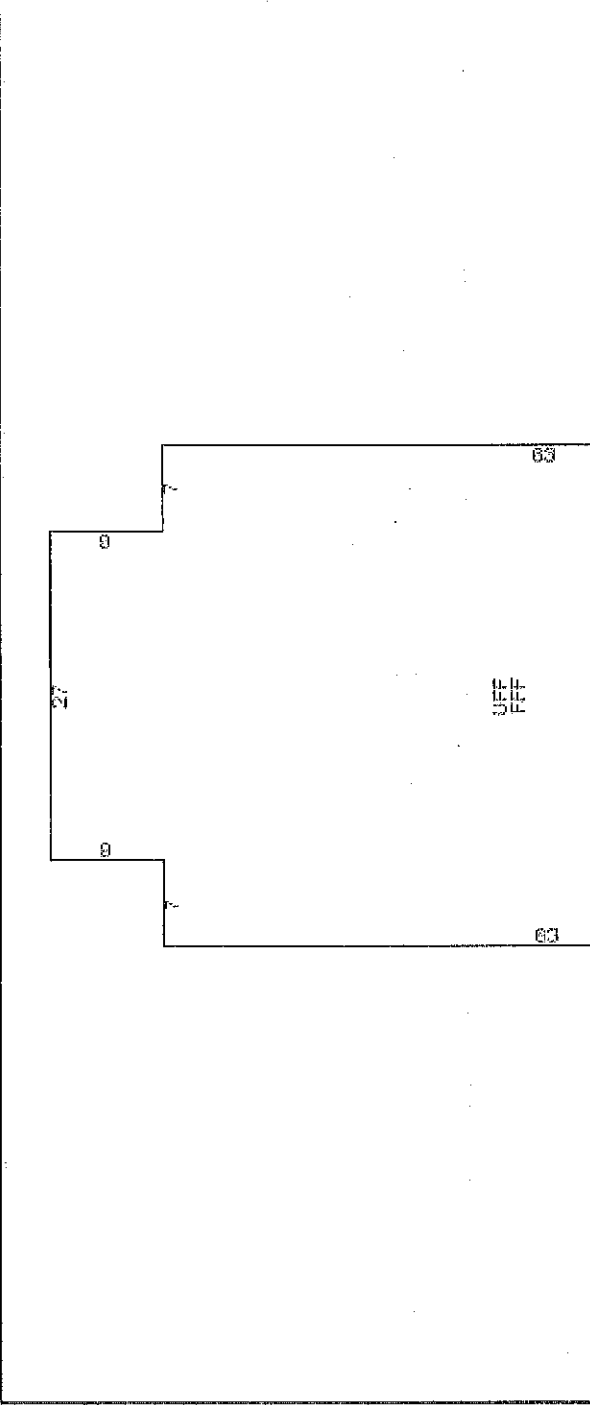
FREEWILL BAPTIST CHURCH
 LINDA SMITH
 PO BOX 41
 NORTHWOOD, NH 03261

Account Number:



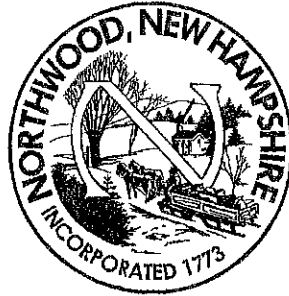
BUILDING SUB AREA DETAILS

ID	Description	Area	Adj.	Effct.
FFF	FST FLR FIN	2826	1.00	2826
UFF	UPPER FLR FIN	2826	1.00	2826
GLA:		5,652		5,652



2022 BASE YEAR BUILDING VALUATION

Market Cost New:	\$ 711,813
Year Built:	1850
Condition For Age:	GOOD
Physical:	33 %
Functional:	CHURCH
Economic:	20 %
Temporary:	
Total Depreciation:	53 %
Building Value:	\$ 334,600



PUBLIC HEARING NOTICE

Pursuant to RSA 31:95-b, III(a) the Northwood Selectboard will hold a public hearing,

**December 26th, 2023, at 7:00pm
at the Northwood Town Hall**

to gather testimony, information and public input concerning the following:

To accept and expend unanticipated revenue grant funds from the State of New Hampshire appropriated in HB 2 as One Time Bridge Payment in the amount of \$19,397.46 for the Maintenance, Construction and Reconstruction of Municipally Owned Bridges.

Northwood Select Board
Posted: December 19, 2023



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

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

December 1, 2023

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

**Re: Northwood Special One Time Bridge Payment – in Accordance with House Bill 2
Payment for Maintenance, Construction and Reconstruction of Municipally Owned Bridges**

Dear Mr. Kreider:

The following is notification of a one-time bridge payment being made available to your municipality in State Fiscal Year 2024 based on the passage of House Bill (HB) 2 effective July 2023. HB 2 directs the Department to divide and distribute a \$10 million one-time payment between all New Hampshire municipalities that have municipally owned bridges per state definitions. Fifty percent (50%) of the distribution is based on your municipality’s percentage of statewide municipal bridge deck surface area and the remaining fifty percent (50%) of the distribution is based on your municipality’s percentage of statewide population. This one-time bridge payment is not related at all to the quarterly block grant aid payments that a municipality receives. This payment can only be used on the maintenance, construction, or reconstruction of municipally owned bridges. These are non-lapsing funds. No funds appropriated under this section shall be used to supplant locally budgeted and approved funds for bridge maintenance or construction. The funds appropriated in this section may be considered unanticipated money under RSA 31:95-b and may be accepted and expended pursuant to RSA 31:95-b, II through IV, whether or not a political subdivision has adopted the provisions of RSA 31:95-b.

This one-time payment is anticipated to be available to the Town of Northwood during the month of December 2023 as follows:

December 2023 Actual Bridge Payment: \$19,397.46

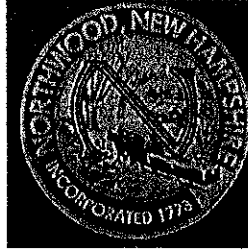
Happy holidays and please contact me at 271-6472 if you have any questions.

Sincerely,

C. R. Willeke

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

CRW/dmp



**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 12, 2023**

ROLL CALL: Chairman Hal Kreider, Vice-Chair Tim Colby, Select Board Member Beth Boudreau; and Select Board Member Pam Sanderson. Select Board Member James Guzofski arrived at 6:39.

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.

Citizen's Forum:

Jim Hadley spoke about the Community Power Committee. He made a presentation to the Rockingham County Commissioners about the community power program and said they were excited about it. If they approve this, it would be the path of least resistance for Northwood to opt into the program. If so, he recommends the town disband the Northwood Community Power Committee.

He also spoke about the increase in the town tax rate and feels the Board should put something on the website to explain the increase.

Town Clerk/Tax Collector Marisa Russo – Vote Counting Machine:

M. Russo said the Secretary of State's Office has mandated that towns purchase one of two approved models of new vote counting machines. She and her Deputy have seen demonstrations of both machines and would like to recommend purchasing the Voting Works tabulator. Moderator Keith McGuigan agrees on this recommendation. M. Russo asked for permission to order one machine and thereby get in the queue when they are officially approved for use in NH. The cost will be \$7,000.

Motion: "To go forward and order the Voting Works machine, authorize TA Irvine to sign all paperwork, and use ARPA funds to pay for it."

Motion: T. Colby

Second: B. Boudreau

Motion carried by vote of 4 to 0.

43 **Recreation Director Scott Blewitt:**

44 There had been confusion around the use of the large tree on the Parade property for a Christmas tree,
45 or to get a new tree. S. Blewitt felt the old tree was not in good health. T. Colby said he had Gary Tasker
46 look at it and he reported the tree has a disease and will need to be replaced in a few years. H. Kreider
47 stated that the Board had directed the Recreation Commission to set a strategy for the department and
48 S. Blewitt, as the Director, is the implementor of the strategy. After discussion, the Board said they will
49 have the Recreation Commission attend the next meeting and more frequently going forward.

50 There was discussion about covering the bean pit at the recreation fields and having some kind of
51 safety cones or fencing around it during "playground" season. The location for the Icy Inferno Christmas
52 tree pile was discussed. The Board stated that a decision has already been made on where to have the
53 fire. TA Irvine said these are the type of determinations to be included in finalized plans for the property.

54 Crushing equipment has arrived at the recreation fields. PW Foreman Chris Brown said it should
55 take about a week.

56 There were 97 letters to Santa that have been answered by volunteers.

57

58 **At 6:39**, Selectmen Guzowski arrived at the meeting at 6:39.

59

60 **Grace Levergood: Conservation Commission Timber Tax Waiver Request Research:**

61 TA Irvine had been requested to research the handling of proceeds from timber harvests on Town
62 property, specifically the "School Lots" on Lucas Pond Road, Map 244. He reported that he reviewed the
63 1989 Warrant Article that established a Town Forest and specified that income from those lots would be
64 set aside for town forest management, as confirmed by Town counsel in 2012. He also reviewed, with the
65 Treasurer, the history of both the Town Forest SRF and Conservation Commission accounts. The Town
66 Forest Fund has a balance of \$3,645 and since inception has only had interest posted. Reviewing the
67 Conservation Commission account records from Jan 2005 to date show no deposits have been made from
68 timber harvests. The only deposits have been from the previously approved 50% of Land Use Change
69 Taxes, and interest. The current balance is \$186,719. Therefore, the net proceeds from the proposed
70 harvest must be directed to the Town Forest SRF, not the Conservation Commission account or the
71 General Fund and require Town Meeting approval to expend. The request for the Town to waive the
72 Timber Yield Tax per RSA 79:3-b was previously tabled by the Board pending this research.

73 **Motion: "To un-table this issue".**

74 **Motion: T. Colby**

75 **Second: P. Sanderson**

76 **Motion carried by vote of 5 to 0.**

77 **Motion: "To deny the request to waive the collection of yield tax and put the yield tax revenue into the
78 general fund and net proceeds of the timber harvest into the Forest Management Fund."**

79 **Motion: T. Colby**

80 **Second: P. Sanderson**

81 **Motion carried by vote of 5 to 0.**

82

83 **Approve Minutes:**

84 **November 28, 2023:**

85 **Motion: "To approve the minutes of November 28, 2023, as written."**

86 **Motion: P. Sanderson**

87 **Second: T. Colby**

88 **Motion carried by vote of 5 to 0.**

89 **December 2, 2023:**

90 **Motion: "To approve the minutes of December 2, 2023, as written."**

91 **Motion: J. Guzofski**
92 **Second: P. Sanderson**
93 **Motion carried by vote of 3 to 0 to 2 with T. Colby and B. Boudreau abstaining as they were not present**
94 **at that meeting.**

95
96 **Consent Agenda:**

97 Accounts Payable Manifest dated November 29, 2023, Batch # 143 for \$11,282.00. This was a single
98 replacement check for the Gulf Village District for the 1st issue tax bill that was never cashed.

99 Accounts Payable Manifest dated December 6, 2023, Batch #144 for \$657,375.82. Items of note include
100 a payment of \$566,539 to Rockingham County for taxes.

101 Accounts Payable Manifest dated December 13, 2023, Batch # 145 for \$85,227.07. This consisted of a
102 payment to Gulf Village District for \$14,292, Cove Village District for \$8,824, and to NH Retirement System
103 for \$54,356.

104 Payroll Manifest dated December 13, 2023, Batch # 121323 for \$57,201.06.

105 Others:

106 2023 Municipal Assessment Data Certificate

107 Intent to Cut – Map 119, Lot 9 – Douglas Sargent

108 Intent to Cut – Map 119, Lot 10 – Aaron & Kendra Thibeault

109 Timber Yield Tax – Map 215, Lots 75 & 77 – Raina Sprague

110 Cemetery Deed – Michael & Kathy LeDuc

111 Cemetery Perpetual Care – Michael & Kathy LeDuc

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

113 **Motion: T. Colby**

114 **Second: B. Boudreau**

115 **Motion carried by vote of 5 to 0.**

116

117 **TA Report:**

118 In addition to reviewing and approving payroll and AP per the bi-weekly schedule, TA Irvine also attended
119 a ME/NH Municipal Managers Joint Leadership Exchange on Workforce Development discussing the
120 economic and demographic trends in the ME and NH labor markets, recruitment and retention strategies
121 being used by other municipalities and current HR/Labor Law issues.

122 Staffing: Finally, some good news on the staffing front; DPW has successfully hired a part-time attendant
123 for the Transfer Station and a conditional offer letter was issued for the Building Inspector/Code
124 Enforcement position. We have also received three applications for the Land Use Admin position which
125 was posted last week. Unfortunately, the vacancy for a full-time patrol officer remains at the PD.

126 Tax Rate: Following the meeting on November 28th the Town received its preliminary tax rate from DRA,
127 and the Board met to review and discuss possible adjustments to set a Final Tax Rate on December 2nd.
128 The rate before any Board adjustments for overlay or use of fund balance to reduce the tax rate was
129 \$14.33, which consisted of \$9.98 for local school, \$1.35 for state education, \$0.59 for the county, and
130 \$2.41 for the town. After discussion, the Board voted to use \$530,000 from fund balance to pay down
131 the rate. This would reduce the town’s tax rate to \$1.88, representing 13.6% of the total rate of \$13.80.
132 This amount would also follow the plan for use of fund balance to reach the Town’s policy of 6% retained
133 unassigned fund balance in accordance with DRA and GFOA guidance.

134 2024 Budget: The Board’s 2024 Budget was taken up by the Budget Committee on Saturday, December
135 2nd and deliberations continue.

136 The Budget Committee is meeting on December 18th at 6:30 to discuss Warrant Articles.

137 The next meeting of the Select Board is scheduled for December 26th at 6:00 p.m.

138

139 **7:00 Public Hearing – RSA 31:95(b) III-(a): Accept Unanticipated Revenue:**

140 This hearing is to accept and expend unanticipated revenue from the State of NH under the Highway Block
141 Grant for an additional \$30,200.10. These funds are restricted for the use of road maintenance and
142 reconstruction of Class 4 or 5 roads in Northwood. There is no time limit to spend these funds and they
143 cannot be used to supplant the budget. H. Kreider opened the hearing to the public. There was no public
144 comment. PW Foreman Brown stated that last year we did Allen Farm Road using the additional money
145 we received, which helped us move forward on the road plan. He would like to hold these funds until a
146 project is identified. H. Kreider closed the public comment portion of the hearing.

147 **Motion: “To accept the supplemental highway block grant funds.”**

148 **Motion: P. Sanderson**

149 **Second: T. Colby**

150 **Motion carried by vote of 5 to 0.**

151

152 **Library Lift:**

153 A warrant article had been presented for the funding for the replacement of the lift at the library. It is an
154 ADA requirement that we have a working lift. The Budget Committee felt it was more appropriate to take
155 the article out and address the replacement immediately. They felt if the article failed, the library would
156 have to be closed until it is repaired/replaced. TA Irvine questioned if the Board wanted to move forward
157 with this and use ARPA funds, or not, or move it back to the Budget Committee.

158 **Motion: “To spend up to \$30,000 for the lift replacement at the library out of ARPA funds and authorize
159 TA Irvine to sign all required paperwork.”**

160 **Motion: T. Colby**

161 **Second: P. Sanderson**

162 **Motion carried by vote of 5 to 0.**

163

164 **Police Department Request to Expend:**

165 The Police Department is requesting approval to purchase new long rifles and ballistic shields using money
166 from the unexpended 2023 operating budget. Each officer (12) would have a long rifle and accessories
167 assigned to them. There would be trade in value for the current rifles bringing the purchase price to
168 \$19,888. The purchase of 5 ballistic shields (one for each cruiser) will cost \$25,247.50, for a total expense
169 of \$45,135.50. The projection of year-end general fund surplus of \$75,000 included these expenses.

170 **Motion: “To approve up to \$45,135.50 for the purchase of 12 long arm rifles and 5 ballistic shields for
171 the Police Department.”**

172 **Motion: P. Sanderson**

173 **Second: T. Colby**

174 **Motion carried by vote of 5 to 0.**

175

176 **Volunteer Interest: Recreation Commission:**

177 Three volunteer interest forms have been received - all for the Recreation Commission. TA Irvine
178 recommends forwarding them to the Recreation Commission for review and recommendations made to
179 the Board of Selectmen. The consensus of the Board was to do so.

180

181 **Upcoming Election Training:**

182 The Secretary of State is planning primary election training sessions. They will go over any changes in the
183 law pertaining to elections. The closest one to Northwood is on December 14 in Rochester. P. Sanderson
184 inquired if there will be a live feed or recording of the event.

185

186 **R & D Paving Invoice:**

187 As an FYI for the Board, we have received an invoice from R & D Paving for \$343,215.01. The original
188 contract total was \$318,246.40, plus the additional project added by the town for \$24,500, plus the use
189 of the escalation clause in the contract due to material price increases of \$468.61.

190

191 **Board Committee Reports:**

192 T.Colby inquired about an ice racing permit request for Northwood Lake and use of the beach to access
193 the lake. TA Irvine referred it to the Board due to the vagueness of dates requested as they wanted
194 permission for one "floater" Sunday, since it is weather dependent. The consensus of the Board is to have
195 TA Irvine approve it.

196

197 **Citizen's Forum:**

198 Matt Frye addressed the Board saying that months ago the Recreation Commission approved a plan for
199 the recreation fields to send to the Board of Selectmen. The next steps were engineering plans, filling,
200 grading, loaming, and seeding. The funds the Commission had requested this year for that work are being
201 used to crush rock at the fields instead. He went on to say the Recreation Commission has discussed the
202 preferred location for the tree burn pit and had asked Director Blewitt to ask the Board's approval to move
203 the location, which the Board denied. He added that the Board of Selectmen wants the Commission to
204 handle these issues, but never gave them the direction or authority to do so. The Board of Selectmen did
205 not take any of the Recreation Commission recommendations so far and he wonders why he bothers to
206 serve on the Recreation Commission.

207

208 At 7:40, the Board took a five-minute recess.

209

210 **Warrant Articles:**

211 As a result of comments from the Budget Committee, the following edits have been made to the warrant
212 articles:

213 Establish Fire Hydrant ETF – added language to cover the installation of a hydrant, not just for
214 replacement.

215 Winter Maintenance ETF - added the definition of costs of sand, salt, and contract plowing.

216 Fire Apparatus Purchase – the original amount in the article was \$500,000. Seeing there will not be
217 enough funds in the Special Revenue Fund for that, TA Irvine projected known expenses and estimated
218 revenue in the fund through 2023 and 2024 and determined there will be \$400,000 in the fire side of the
219 fund available for purchases. The amount has been amended to \$400,000. He also had examples of three
220 trucks on the market right now under \$400,000.

221 Recreation Field Improvements – added language "as recommended by the Recreation Commission."

222 Library Lift Replacement – this article will be removed.

223 Aquatic Invasive Species ETF – There are two articles for invasive species, one for prevention and one for
224 treatment. The treatment fund has a balance of \$13,000 so doesn't need to have funding added but does
225 need to have a change of purpose to include cyano bacteria, which is not a "species". The prevention
226 article is seeking funding and a change of purpose to include cyano bacteria.

227 Full-Time Assistant Librarian – The amounts in this article have been reconciled.

228 COLA – The Library Trustees and Police Commission have agreed to follow the town's lead with a 3% COLA.
229 They do, however, reserve the right to make market adjustments as needed, just as the Board can do.

230

231 H. Kreider asked the board members to think about what order the articles should appear on the ballot.
232 He would like to see the Safety Complex article placed near the top due to its high priority.

233

DRAFT

234 **Beth Boudreau** turned in her keys and said this would be her last meeting. The Board thanked her for her
235 years of service. H. Kreider said the Board has come to depend on her insight and perspectives. He asked
236 the remaining board members to think about if the Board should fill the vacant position now or wait until
237 the election in March. They will discuss this at the next meeting.

238

239 **At 8:15, Motion: "To adjourn the meeting."**

240 **Motion: P. Sanderson**

241 **Second: T. Colby**

242 **Motion carried by vote of 5 to 0.**

243

244 Minutes respectfully submitted by

245 Cheryl Eastman

246

Northwood NH Consent Agenda for December 26, 2023

Accounts Payable Manifest dated December 20, 2023

Batch #146 for \$1,061,078.86

Payroll Manifest dated December 27, 2023

Batch #122723 for \$58,210.12

Accounts Payable Manifest dated December 20, 2023

Batch #147 for \$68,220.91

<u>FUND</u>	<u>AMOUNT</u>	<u>REASON</u>
Cable Franchise Fees ETF	86.50	Donahue, Tucker & Ciandrella
	255.00	Tom Morgan (TzM Planning)
	315.00	Connected Services
Total	<u>656.50</u>	
Cemetery Maintenance ETF	7,500.00	ArborCare Tree Service
Road Improvement ETF	14,215.01	R & D Paving
	242.00	D.L. Docko & Son
	60.00	D.L. Docko & Son
	166.00	D.L. Docko & Son
	<u>14,683.01</u>	
Police Equipment CRF	12,923.32	AmChar Wholesale Inc.
Total Reimbursements Requested		35,762.83

Administrative Abatements:

Map 230-82-13 – Ho Sue

Others:

Intent to Cut – Map 244 Lots 11 & 42 – TON – Bryan Comeau

Intent to Cut – Map 222 Lot 41 – Jeffrey Cole

Approved by a vote of ____ **Yes**, ____ **No** on December 26, 2023

_____ Hal Kreider

_____ Tim Colby

_____ James Guzofski

_____ Pamela Sanderson

ADMINISTRATIVE ABATEMENT

Name: Paul & Joan Ho Sue
Address: 1 Deer Run

Map/Lot/Sub: 230/82-13

Property Description: _____

Tax Year Abated: 2023 Tax Rate: 0.01258

Abatement Year	Old Assessed Value	New Assessed Value	Adjustment (or -)	Abated Tax
<u>2023</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$670</u>

Total: \$669.59 Jeff Earls, Assessing Agent _____

Abatement Recommendation: First Half Bill was paid when the property was repurchased in July 2023. See attached Documentation.

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:

(Assigned by Municipality)

YR TOWN OP# 23 - 349 - 15 - 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 244 LOT 11 & 42

3. Intent Type: Original Supplemental (Original Intent Number)

4. Name of Access Road: LUCAS POND RD/UPPER CAMP RD

5a. Acreage of Lot: 32/102 Acreage of Cut: 10/70

5b. Anticipated Start Date: January 2024

- 6. Type of ownership (check only one): a. Owner of Land and Stumpage (Joint Tenants) b. Owner of Land and Stumpage (Tenants in Common) c. Previous owner retaining deeded timber rights d. 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: Bryan R. Comeau, Date: 12/13/23

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

DALTON MOUNTAIN FORESTRY, LLC (BRYAN R. COMEAU) 1191 GORHAM POND ROAD DUNBARTON NH 03046 manage.trees@gmail.com (603) 988-7938

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

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

8. Description of Wood or Timber To Be Cut

Table with 2 columns: Species, Estimated Amount To Be Cut. Rows include White Pine (300 MBF), Hemlock (50 MBF), Red Pine (MBF), Spruce & Fir (MBF), Hard Maple (MBF), White Birch (MBF), Yellow Birch (MBF), Oak (MBF), Ash (MBF), Soft Maple (5 MBF), Beech/Pallet/Tie Logs (100 MBF), Other (Specify) (MBF), Pulpwood (Tons), Spruce & Fir, Hardwood & Aspen (150), Pine (250), Hemlock (200), Biomass Chips, Miscellaneous, High Grade Spruce/Fir (Tons), Cordwood & Fuelwood (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 (In Ink) OF PERSON RESPONSIBLE FOR CUT DATE DALTON MOUNTAIN FORESTRY, LLC (BRYAN R. COMEAU) 1191 GORHAM POND ROAD DUNBARTON NH 03046 (603) 988-7938 manage.trees@gmail.com

- 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 within 30 days.

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

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
NOTICE OF INTENT TO CUT WOOD OR TIMBER

YR TOWN OP#

23 - 349 - 16 - 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)

- x 1. Town/City of: Northwood
- x 2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
MAP 222 / LOT 41
- 3. Intent Type: Original Supplemental (Original Intent Number)
- x 4. Name of Access Road: FIRST NH TURNPIKE
- x 5a. Acreage of Lot: 4.96 Acreage of Cut: 4
- 5b. Anticipated Start Date: JAN
- 6. Type of ownership (check only one):
 - a. Owner of Land and Stumpage (Sole Owner)
 - 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 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.

x Jeffrey Cole 12/19/23
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

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

x Jeffrey Cole 12/19/23
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

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

x 140 Raymond Road
MAILING ADDRESS

x Nottingham NH 03390
CITY OR TOWN STATE ZIPCODE

x JCbuilders@myfairpoint.net
E-MAIL ADDRESS

x 6038955470 6037700786
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:
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

Species	Estimated Amount To Be Cut	
White Pine	50	MBF
Hemlock	1	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	1	MBF
Ash		MBF
Soft Maple		MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box	1	MBF
Other (Specify)		MBF
Pulpwood	Tons	
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips	600	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	15	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.

Fred Leclair 12-15-23
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

Fred Leclair
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

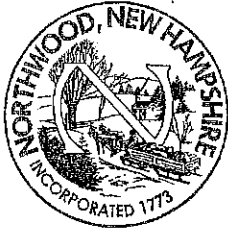
789 Main St
MAILING ADDRESS

Fremont NH 03044
CITY OR TOWN STATE ZIPCODE

6037020806 FastFreddie1110@hotmail.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



TOWN OF NORTHWOOD NH

OFFICE OF THE ZONING BOARD OF ADJUSTMENT
818 First New Hampshire Turnpike, Northwood NH 03261
(603)942-5586 Extension 2005 Facsimile: (603)942-9107
lsmith@northwoodnh.org

NOTICE OF DECISION

CASE: 23-20

Applicant:

JC Builders-Marilyn & Jeffrey Cole

Property Address:

721 First NH Turnpike
Map 222 Lot 41
Northwood, NH 03261

Property Owners:

same

Applicants seek a Special Exception from Article VI.A(5), structures (driveway) within wetlands buffer.

The Northwood Zoning Board has rendered a decision on the matter:

APPROVED when the following conditions are met:

- **Pending receipt of the NHDES wetland permit, any changes will require the Applicant to return due to the fact that this approval was based on the evidence presented at this meeting; and**
- **Properly install and maintain erosion control measures, as recommended by the Conservation Commission, and**
- **No use of salt for seasonal maintenance on the driveway, as recommended by the Conservation Commission, and**
- **Size of the culvert to be corrected on the plan set, and**
- **All local, state, and federal permits be obtained.**

Finding of Facts:

The board determined that the proposal has met all the Special Exception criteria per the Northwood Development Ordinance, pending receipt of state wetland permit. The proposal is an improvement to the area as the existing culvert is not functioning properly and has been an ongoing concern. The upgraded culvert size will be increased, which will allow better flow of water and allow passage of wildlife. The impacts were determined to be essential in order to allow productive use of the land outside the overlay district.

Chairman: Pamela Sanderson

Date of Decision: September 21, 2023

SUBJECT TO ALL APPLICABLE FEDERAL & STATE REGULATIONS AND TOWN ORDINANCES. This notice does not grant permission to commence construction without appropriate permit issuance.

NOTICE OF DECISION

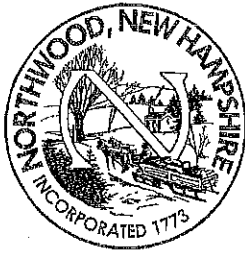
CASE: 23-20

Applicant/Owner: JC Builders-Marilyn & Jeffrey Cole

NH RSA 674:33 I-a. IV. Variances and special exceptions authorized under this paragraph **shall be valid if exercised within 2 years from the date of final approval**, or as further extended by local ordinance or by the zoning board of adjustment for good cause, provided that no such variance or special exception shall expire within 6 months after the resolution of a planning application filed in reliance upon the special exception.

Linda Smith

Linda Smith, Land Use Specialist



TOWN OF NORTHWOOD, NEW HAMPSHIRE
PLANNING BOARD

818 First New Hampshire Turnpike, Northwood NH 03261
(603)942-5586 Ext. 205 Facsimile: (603)942-9107

NOTICE OF DECISION

CASE: 23-17 Jeffrey Cole Builders, LLC

Applicant:

Jeffrey & Marilyn Cole

Property owner:

Jeffrey Cole Builders, LLC

Property Address

721 First New Hampshire Turnpike

Map/Lot(s)

222/41

The above-named applicant has come before the Planning Board seeking:

A Minor Subdivision with proposed lots of 2.49 and 2.47 acres. Future use to be single-family residences on both lots.

The Planning Board conducted findings of fact as follows:

1. The Planning Board accepted testimony at its September 28 and October 26, 2023 meetings.
2. The proposed parcels' access requires impact to an area of wetland, requiring relief from Article VI, Section A(5) of the Zoning Ordinance. On recommendation from the Conservation Commission, the Zoning Board of Adjustment granted a special exception on September 21, 2023, with the condition that no salt is to be used in the seasonal maintenance of the proposed shared driveway.
3. The Select Board is unable to authorize shared use of the town's private way, Town Works Way. A guard rail, to be depicted on the final plan set, prevents an access point any farther west than the existing one. The Planning Board determined that upgrading the existing access point on US Route 4 is the best course of action.
4. For these reasons, a waiver was needed from Subdivision Regulation 3.03(B)(1), for the shared driveway to not follow a lot line. The Board granted this waiver.
5. A paved driveway is of lesser impact over time because there is a controlled amount of dust and disturbance from vehicles rather than that of a gravel or unpaved driveway.
6. Proper upgrade of the driveway and siltation will be completed prior to construction.
7. Although enforcement of a maintenance agreement may be challenging, recording of the recommendations of the Conservation Commission, Zoning Board of Adjustment, and Planning Board demonstrates an effort to mitigate effects on the part of the Town, should a major impact to the site become apparent. The Board voted for review of the maintenance agreement by Town Counsel at its September 28 meeting.
8. The New Hampshire DOT recommendation for a rural shared driveway distance from a nearby intersection is 200 feet; the town's standard in Subdivision Regulation 3.03(A)(3) is 100 feet. The curb-cut to curb-cut distance has been determined to be 85 feet, and the centerline-to-centerline distance has been determined to be 108 feet. Due to the limitations described above, the Board granted a waiver from the subdivision regulation, subject to DOT approval.

The Planning Board has rendered a decision as outlined below:

Approved the following waivers:

1. **Subdivision regulation Section 3.03(A)(3):** Driveway to be located less than 100 feet from a nearby intersection.
2. **Subdivision regulation Section 3.03(B)(1):** Shared driveway to not follow lot line.
3. **Subdivision regulation Section 3.05:** No pedestrian or bicycle amenities.

All waivers granted October 26, 2023.

Approved the subdivision with the following conditions:

Prior to signing of plans:

1. Provide certification of monument installation as required by Section 3.06 of the Subdivision Regulations.
2. As per Conservation Commission recommendations and Zoning Board of Adjustment conditions, add a note to final plans indicating that no salt will be used on the shared driveway in routine winter maintenance.
3. Identify all approved waivers and their date of approval by the Planning Board AND identify all approved Zoning Board of Adjustment relief and respective date of approval.
4. Applicant will acquire and provide copies of all necessary federal, state, and local permits or written confirmation that no such permit is necessary. This includes but is not limited to: NHDES subdivision approval, NHDOT driveway permit, NHDES wetland permit.
5. Deliver three signed and stamped copies to the Town for signature.
6. Applicant shall be subject to performance guaranties as agreed to between the applicant and Town Engineer as follows:
 - a. A schedule of official inspections with respect to consistency of construction with proposed conditions for pavement construction and installation of drainage improvements, with the cost of inspection to be paid by the applicant via escrow.
 - b. A performance bond amount to cover the cost of completing required stormwater improvements.
 - c. A reclamation bond sufficient to restore the site to a safe and stable condition if the proposed improvements are not completed.

Prior to issuance of a building permit:

7. The Chair will sign the plans indicating final approval by the Board.
8. Plat and easement to be recorded with the Rockingham County Register of Deeds within 1 year of this decision.
9. During construction, a driveway apron must be established and maintained until paving is completed. Any material being carried out of the driveway and site shall be cleaned or swept each day.
10. Construction of the driveway shall adhere to Best Management Practices as recommended in Chapter 7-3 of the New Hampshire Stormwater Manual Vol. 1.
11. Related culvert inspections shall be completed to the satisfaction of the Town Engineer

Conditions subsequent:

12. All materials and methods of construction shall conform to the Town of Northwood Subdivision Regulations.

13. If during construction, it becomes apparent that deficiencies exist in the approved design drawings, the owner shall be required to correct deficiencies to meet the requirements of the regulations at no expense to the Town.
14. Applicant shall submit a set of as-built plans showing the actual location and details of all improvements within six months of completion of construction.

Chair: Tim Jandebour

Date of Decision: October 26, 2023

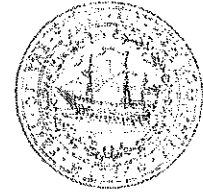
Subject to all applicable federal & state regulations and town ordinances. This notice does not grant permission to commence construction without appropriate permit issuance. Site plan approvals effective when all conditions are met and plan signed by planning board chair. Subdivision approvals effective when all conditions are met, plan signed and recorded at the Rockingham County Registry of Deeds.



Mark Davie, Town Planner



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

September 08, 2023

JEFFREY COLE BUILDERS
140 RAYMOND ROAD
NOTTINGHAM NH 03042

Re: Administrative Completeness Notice – Standard Dredge and Fill Wetlands Permit Application (RSA 482-A)
NHDES File Number: 2023-02454
Subject Property: Route 4, Northwood, Tax Map #222, Lot #41

Dear Applicant:

On September 08, 2023, the New Hampshire Department of Environmental Services (NHDES) Wetlands Bureau received the above-referenced Standard Dredge and Fill Wetlands Permit Application (Application). On September 8, 2023, NHDES determined the Application was administratively complete in accordance with RSA 482-A:3, XIV.

The Application has been added to the technical review queue for compliance review. This application shall be reviewed in accordance with the timeframes established under RSA 482-A:3, XIV. The language of RSA 482-A:3, XIV has been provided on the reverse of this document for your reference. The status of the application is available at <https://www4.des.state.nh.us/irmonestop/>.

Please note that with the 2022 U.S. Army Corps of Engineers NH General Permit, additional mitigation may be required under the Clean Water Act. If your project has 5,000 square feet or greater of non-tidal wetlands impacts, impacts to tidal wetlands, stream work greater than 200 linear feet or proposes discharge of dredge or fill material within a vernal pool depression, please contact the USACE at 1-978-318-8832, 1-978-318-8295, or by email at cenae-r-nh@usace.army.mil to see if additional mitigation may be required from the USACE.

Please note this letter is **not** a permit or authorization to begin work. If you have any questions, please contact the Wetlands Bureau at (603) 271-2147.

Sincerely,

Melissa F. Rusinski
Program Assistant I, Wetlands Bureau
Land Resources Management, Water Division

cc: **BSC GROUP LUKE HURLEY** Agent

RSA 482-A:3, XIV

- (a) In processing an application for permits under this chapter, except for a permit by notification, the department shall:
- (1) Within 10 days of receipt by the department, issue a notice of administrative completeness or send notice to the applicant, at the address provided on the application, identifying any additional information required to make the application administratively complete and providing the applicant with the name and telephone number of the department employee to whom all correspondence shall be directed by the designated department employee regarding incompleteness of the application. Each receipt of additional information in response to any notice shall re-commence the 10-day period until the department issues a notice of administrative completeness. Any notice of incompleteness sent under this subparagraph shall specify that the applicant or authorized agent shall submit such information as soon as practicable and shall notify the applicant or authorized agent that if the requested information is not received within 60 days of the notice, the department shall deny the application.
 - (2) Within 50 days of the issuance of a notice of administrative completeness for projects where the applicant proposes under one acre of jurisdictional impact and 75 days for all other projects, request any additional information that the department is permitted by law to require to complete its evaluation of the application, together with any written technical comments the department deems necessary. Such request and technical comments may be sent by electronic means if the applicant or authorized agent has indicated an agreement to accept communications by electronic means, either by so indicating on the application or by a signed statement from the applicant or authorized agent that communicating by electronic means is acceptable. Any request for additional information under this subparagraph shall specify that the applicant submit such information as soon as practicable and shall notify the applicant that if the requested information is not received within 60 days of the request, the department shall deny the application. The department shall grant an extension of this 60-day time period upon request of the applicant.
 - (3) Where the department requests additional information pursuant to subparagraph (a)(2), within 30 days of the department's receipt of a complete response to the department's information request:
 - (A) Approve the application, in whole or in part, and issue a permit; or
 - (B) Deny the application and issue written findings in support of the denial; or
 - (C) Schedule a public hearing within 30 days in accordance with this chapter and rules adopted by the commissioner; or
 - (D) Extend the time for rendering a decision on the application for good cause and with the written agreement of the applicant; or
 - (4) Where no request for additional information is made pursuant to subparagraph (a)(2), within 50 days from the issuance of the notice of administrative completeness for proposed projects under one acre of jurisdictional impact, or 75 days for all others:
 - (A) Approve the application, in whole or in part, and issue a permit; or
 - (B) Deny the application and issue written findings in support of the denial; or
 - (C) Schedule a public hearing within 30 days in accordance with this chapter and rules adopted by the commissioner; or
 - (D) Extend the time for rendering a decision on the application for good cause and with the written agreement of the applicant.
 - (5) Where the department has held a public hearing on an application filed under this chapter, within 45 days following the closure of the hearing record, approve the application in whole or in part, and issue a permit or deny the application and issue written findings in support of the denial.
- (b) (1) The time limits prescribed by this paragraph shall supersede any time limits provided in any other provision of law. The time limits prescribed by this paragraph shall not apply to applications submitted by the department of transportation, for which time limits shall be set by a memorandum of agreement between the commissioner of the department of environmental services and the commissioner of the department of transportation. If the department fails to act within the applicable time frame established in subparagraphs (a)(3), (a)(4), and (a)(5), the applicant may ask the department to issue the permit by submitting a written request. If the applicant has previously agreed to accept communications from the department by electronic means, a request submitted electronically by the applicant shall constitute a written request.
- (2) Within 14 days of the date of receipt of a written request from the applicant to issue the permit, the department shall:

- (A) Approve the application, in whole or in part, and issue a permit; or
 - (B) Deny the application and issue written findings in support of the denial.
- (3) If the department does not issue either a permit or a written denial within the 14-day period, the applicant shall be deemed to have a permit by default and may proceed with the project as presented in the application. The authorization provided by this subparagraph shall not relieve the applicant of complying with all requirements applicable to the project, including but not limited to requirements established in or under this chapter, RSA 485-A relating to water quality, and federal requirements.
- (4) Upon receipt of a written request from an applicant, the department shall issue written confirmation that the applicant has a permit by default pursuant to subparagraph (b)(3), which authorizes the applicant to proceed with the project as presented in the application and requires the work to comply with all requirements applicable to the project, including but not limited to requirements established in or under this chapter, and RSA 485-A relating to water quality, and federal requirements.
- (c) If extraordinary circumstances prevent the department from conducting its normal function, time frames prescribed by this paragraph shall be suspended until such condition has ended, as determined by the commissioner.
- (d) The time limits prescribed by this paragraph shall not apply to an application filed after the applicant has already undertaken some or all of the work covered by the application, or where the applicant has been adjudicated after final appeal, or otherwise does not contest, the department's designation as a chronic non-complier in accordance with rules adopted pursuant to this chapter.
- (e) Any request for an amendment to an application or permit shall be submitted to the department on the appropriate amendment form. Any request for a significant amendment to a pending application or an existing permit which changes the footprint of the permitted fill or dredge area shall be deemed a new application subject to the provisions of RSA 482-A:3, I and the time limits prescribed by this paragraph. "Significant amendment" means an amendment which changes the proposed or previously approved acreage of the permitted fill or dredge area by 20 percent or more, includes a prime wetland, or elevates the project's impact classification. This meaning of "significant amendment" shall not apply to an application amendment that is in response to a request from the department.
- (f) The department may extend the time for rendering a decision under subparagraphs (a)(3)(D) and (a)(4)(D), without the applicant's agreement, on an application from an applicant who, within the 5 years preceding the application, has been determined, after the exhaustion of available appellate remedies, to have failed to comply with this chapter or any rule adopted or permit or approval issued under this chapter, or to have misrepresented any material fact made in connection with any activity regulated or prohibited by this chapter, pursuant to an action initiated under RSA 482-A:13, RSA 482-A:14, or RSA 482-A:14-b. The length of such an extension shall be no longer than reasonably necessary to complete the review of the application, but shall not exceed 20 days unless the applicant agrees to a longer extension. The department shall notify the applicant of the length of the extension.
- (g) The department may suspend review of an application for a proposed project on a property with respect to which the department has commenced an enforcement action against the applicant for any violation of this chapter, RSA 483-B, RSA 485-A:17, or RSA 485-A:29-44, or of any rule adopted or permit or approval issued pursuant to this chapter, RSA 483-B, RSA 485-A:17, or RSA 485-A:29-44. Any such suspension shall expire upon conclusion of the enforcement action and completion of any remedial actions the department may require to address the violation; provided, however, that the department may resume its review of the application sooner if doing so will facilitate resolution of the violation. The department shall resume its review of the application at the point the review was suspended, except that the department may extend any of the time limits under this paragraph and its rules up to a total of 30 days for all such extensions. For purposes of this subparagraph, "enforcement action" means an action under RSA 482-A:13, RSA 482-A:14, RSA 482-A:14-b, RSA 483-B:18, RSA 485-A:22, RSA 485-A:42, or RSA 485-A:43.



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

October 26, 2023

JEFFREY COLE BUILDERS
140 RAYMOND ROAD
NOTTINGHAM NH 03042

Re: Request for More Information – Standard Dredge and Fill Wetlands Permit Application (RSA 482-A)
NHDES File Number: 2023-02454
Subject Property: Route 4, Northwood, Tax Map #222, Lot #41

Dear Applicant:

On October 26, 2023, the New Hampshire Department of Environmental Services (NHDES) Wetlands Bureau reviewed the above-referenced Standard Dredge and Fill Wetlands Permit Application (Application). Pursuant to RSA 482-A:3, XIV(a)(2) and Rules Env-Wt 100 through 900, NHDES Wetlands Bureau determined the following additional information is required to complete its evaluation of the Application:

1. Please provide the complete results of the Natural Heritage Bureau of the NH DOCR (NHB) Datacheck (NHB23-2143) as required in accordance with Env-Wt 311.06(g). As of the date of this letter, NHDES is in receipt of only the first 3 pages of this report.
2. The Natural Heritage Bureau (NHB) Datacheck (NHB23-2143) identified sensitive wildlife species on the site. For this project to qualify for an impact classification adjustment in accordance with Env-Wt 407.02(c), please provide copies of all written follow-up communications such as additional memos or email communications with the NH Fish and Game Department (NHF&G) regarding the threatened or endangered species identified within the vicinity of the project as required in accordance with Env-Wt 311.06(g).
3. The plans prepared by N.H. Land Consultants indicate that the proposed driveway is part of a proposed subdivision of at least 2 lots. In accordance with Env-Wt 311.05(a)(20) and Env-Wt 524.03(a), please include a plan prepared and stamped by a land surveyor licensed in the state of New Hampshire pursuant to RSA 310-A showing:
 - a. the location of all proposed lot lines in accordance with Env-Wt 524.03(a)(2);
 - b. the boundaries of all wetlands and surface waters with the wetlands classifications clearly indicated using the Cowardin Classifications as required in accordance with Env-Wt 311.05(a)(13), Env-Wt 406.06(b), and Env-Wt 524.03(a)(3);
 - c. if the project is associated with one or more phases of a multi-phase subdivision, a project impact plan that also shows all wetlands on remaining property proposed for future phases of development in accordance with Env-Wt 524.03(a)(5).
4. Please revise the plans to include a full overview of the property and proposed impact areas in relation to property lines in accordance with Env-Wt 311.05(a)(6).
5. In order to meet the standard approval criteria in accordance with Env-Wt 313.01(a) and Env-Wt 313.01(b); satisfy the approval criteria for residential development projects in accordance with Env-Wt 524.02(b); and meet avoidance and minimization in accordance with Env-Wt 313.03(a) and Env-Wt 311.07; please revise the plans to identify the approximate locations of any proposed building footprints and septic system components in order to clarify the overall scheme of development for the properties involved in this project.

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588
TDD Access: Relay NH 1 (800) 735-2964

6. To fully address avoidance and minimization pursuant to Env-Wt 313.03(a) and Env-Wt 524.02(b), please revise the plans to include the following less-impacting alternatives:
 - a. shift the footprint of the proposed driveway further to the west so that the proposed driveway will not impact the wetland finger identified by WF-16 and WF-17 near Station 0+50 of the driveway;
 - b. narrow the width of the traveled way through the wetland from 16 feet wide to the standard 12 feet wide for residential access to reduce the amount of fill required and minimize impact to the wetland or provide documentation to support that the proposed 16 foot wide driveway to provide access is the least impacting alternative; and
 - c. remove the proposed rip-rap outlet apron within the stream channel or provide documentation to support that the additional outlet protection is necessary to maintain the stability of the stream channel. If additional scour protection is necessary, please revise the plan to include rounded river stone or another less impacting alternative that more closely simulates the existing stream bed material.
7. Please revise the plans to clearly identify the specific wetland resource types and their locations on the property using the Cowardin Classifications as required in accordance with Env-Wt 311.05(a)(15) and Env-Wt 406.06(b), including but not limited to any forested, scrub-shrub, or emergent wetlands, streams, or rivers, on the property. Additionally, please revise the plans to clearly identify the limits of the intermittent stream as described in the wetland overview provided by Luke Hurley.
8. Please revise the plans to provide lightly shaded or stippled areas that show the limits of all impacts to the intermittent stream that have been labeled with the square footage and linear footage of impact in accordance with Env-Wt 311.05(a)(18).
9. As this project proposes to replace an existing tier 1 stream crossing, in accordance with Env-Wt 904.08(b), please provide certification from a professional engineer that:
 - a. The existing stream crossing does not have a history of causing or contributing to flooding that damages the crossing, other human infrastructure, or protected species or habitat, or any combination thereof; and
 - b. The proposed stream crossing will:
 - i. Meet or exceed the general criteria specified in Env-Wt 904.01;
 - ii. Maintain or enhance the hydraulic capacity of the crossing;
 - iii. Maintain or enhance the capacity of the crossing to accommodate aquatic organism passage, or both;
 - iv. Maintain or enhance the connectivity of the stream reaches upstream or downstream of the crossing, or both; and
 - v. Not cause an increase in the frequency of flooding or overtopping of banks upstream or downstream of the crossing, or both.
10. Please provide additional dated and labeled color photographs that clearly depict the existing stream crossing including photographs of the stream and existing culvert in accordance with Env-Wt 311.06(b).
11. Please provide a narrative that describes the proposed sequence of construction including pre-construction through post-construction activities and the relative timing and progression of all work in accordance with Env-Wt 311.06(d).

File Number: 2023-02454

October 26, 2023

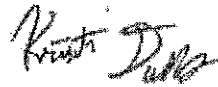
Page 3 of 3

Please submit the required information as soon as practicable. Pursuant to RSA 482-A:3, XIV(a)(2), **the required information must be received by NHDES Wetlands Bureau within 60 days of the date of this request (no later than December 25, 2023), or the Application will be denied.** Should additional time be necessary to submit the required information, an extension of the 60-day time period may be requested. Requests for additional time must be received prior to the deadline in order to be approved. In accordance with applicable statutes and regulations, the applicant is also expected to provide copies of the required information to the municipal clerk and all other interested parties.

Pursuant to RSA 482-A:3, XIV(a)(3), NHDES Wetlands Bureau will approve or deny the Application within 30 days of receipt of all required information, or schedule a public hearing, if required by RSA 482-A or associated rules.

If you have any questions, please contact me at Kristin.Duclos@des.nh.gov or (603) 559-1516.

Sincerely,



Kristin L. Duclos
Wetlands Specialist, Wetlands Bureau
Land Resources Management, Water Division

cc: Northwood Municipal Clerk/Conservation Commission
BSC Group, c/o Luke Hurley

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095

NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588

TDD Access: Relay NH 1 (800) 735-2964



TOWN ADMINISTRATOR'S REPORT

TO: Board of Selectmen
FROM: Neil Irvine, Town Administrator

DATE: December 22, 2023

In addition to reviewing and approving payroll and AP per the bi-weekly schedule, I am pleased to report on the following items.

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

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

2024 Budget: The Budget Committee concluded its deliberations of the recommended Operating Budget and voted to move the Budget as presented to the Budget Hearing on Wednesday January 10th. The individual warrant articles have also been reviewed by the Budget and after the addition of clarifying language were voted to the Budget Hearing on the 10th. 2 articles are outstanding as final numbers and language are required to provide complete information to the Committee, however I see no obstacle to these articles moving forward.

Voting Preparations: I have been in regular contact with the Town Clerk to ensure that we are responding to the needs of the Clerk to ensure the upcoming Primary Election, Town Meeting and subsequent General Elections are accommodated with the State mandate to purchase new ballot counting machines. We recently hosted a demonstration of one of the 2 machines authorized to be used by the Secretary of State and after comparing both machines have placed an order for a VotingWorks tabulator. We will be using the old AccuVote counting machine in the upcoming Primary and anticipate having the new tabulator in time for Town Meeting.

The next meetings of the Selectboard are scheduled for January 9th & 23rd at 6pm

From: Don Rich <[REDACTED]>
Sent: Wednesday, December 13, 2023 11:35:11 AM
To: Tim Colby <tcolby@northwoodnh.org>
Subject: Seeking endorsement

Hello Mr Colby

Would you please contact me at
(603) [REDACTED].

My children and I are asking for your endorsement. We have emailed state representative Tudor and are waiting for a reply. We also wish to contact state representative Rafter but have been unable to obtain his contact info.

It is our desire to have a sign erected on Route 202 near our family home on Church Street to honor my father. To erect a sign on a state highway the town state representatives must endorse the idea and petition the state legislature for approval.

We would like both Mr Tudor and Mr Rafter to support our petition to show bipartisan support of our petition.

As a Selectman for our town we feel your endorsement, conveyed to both Mr Tudor and Mr Rafter, would go a long way toward bipartisan support of our petition.

Respectfully
Donald Rich and family

(603) [REDACTED]

SERVICES AGREEMENT
between the
TOWN OF NORTHWOOD
and the
STRAFFORD REGIONAL PLANNING COMMISSION

The Town of Northwood, hereafter referred to as the Town, and the Strafford Regional Planning Commission, hereafter referred to as the Commission, mutually agree as follows:

1. **SCOPE OF SERVICES.** The Commission shall perform, in a proper and professional manner, the Scope of Services as attached as Exhibit A.
2. **TIME OF PERFORMANCE.** The Commission will perform work set forth in the Scope of Services indicated in Exhibit A during the period beginning January 1, 2024 and ending December 31, 2024.
3. **COMPENSATION.** The Town agrees to pay the Commission for its services at the rate of \$65.00 per hour, plus other expenses incurred by the Commission in providing these services and mutually agreed upon by the Town. Such additional expenses include, but are not limited to, travel to and from Northwood, and occasional administrative and financial assistance at the Commission office. The contract shall be billed on a "not-to-exceed" basis over the course of the year. The total compensation shall not exceed \$34,600 for this contract period.
4. **PAYMENT SCHEDULE.** The Town agrees to pay the Commission on a monthly basis. The Commission will send an invoice and report within 30 days of the end of each month, and the Town will remit payment within 30 days of receipt of the invoice.
5. **AMENDMENT.** This Agreement, including the scope of work, may be amended or modified by a written amendment signed by the Town and the Commission.
6. **TERMINATION OF AGREEMENT FOR CAUSE.** If there is any default by the Commission in the performance of its duties under this agreement, the Town shall send written notice to the Commission specifying the nature of the default. The Commission shall have 5 working days from the date of receipt of the written notice to cure any claimed default. If the Commission does not cure the claimed default within 5 working days from the receipt of the written notice, the Town shall have the right to terminate this agreement by another written notice to the Commission specifying the date of termination which shall be not less than 5 days from the date of the notice of termination. In that event, all finished or unfinished documents and data prepared by the Commission shall, at the option of the Town, become its property, and the Commission shall receive just and equitable compensation for such work as performed by the Commission for the Town.
7. **ENTIRE AGREEMENT.** It is expressly understood and agreed by the Town and the Commission that this Agreement represents their entire negotiations and agreements made by them. Both parties may expressly agree to a written amendment of this Agreement.

EXHIBIT A

Professional Planning Services: Technical Review and Assistance

The Commission will perform the following scope of services in the priority order indicated below. Commission staff will be present at regularly-scheduled meetings and available by appointment for Town Land Use Department business, with the exception of days specified in SRPC's holiday and paid time off policies. The tasks outlined below are to be performed by Commission staff. The contract value of \$34,600 provides approximately 520 hours over the time of performance, or approximately 43 hours per month. Tasks 3-7 are optional tasks within this contract and will be completed only if time is available upon completion of application review. No work products are guaranteed as part of tasks 3-7.

1. Technical Reviews and Applicant Coordination

Task includes consultations with applicants prior to application submission. Review of submitted Site Plan, Subdivision, Boundary Line Adjustment, and other land use applications for completeness and conformity with Town of Northwood ordinance and regulations. Prepare a findings checklist prior to the Planning Board work session, prepare a post-work session review letter to be distributed to the applicant and/or designated agent, review of application/plan updates, recommendation of completeness to the Planning Board, recommendation of action to the Planning Board with conditions. Assistance to, correspondence with, or cooperation with technical/professional consultants or advisors by the planner may be necessary during the review process.

The Land Use Supervisor will be notified in advance of any known conflicts with completing application reviews subject to the agreed upon timeline. The technical review timeline, so long as materials are received in a timely manner, is as follows.

- Checklist completeness review to be completed, and Land Use Supervisor and applicant notified of any missing elements within 3 business days of receipt of a new application. The completeness review will also verify the correct application type has been filed.*
- New staff reports to be completed and shared with the applicant and Land Use Supervisor no later than 7 business days by noon following receipt of materials for review.*
- Revisions to staff reports and/or revised application reviews to be submitted to the Land Use Supervisor and applicant no later than the Monday before the hearing by noon.*
- Notices of Decision shall be provided to the Land Use Supervisor no later than Monday noon following the Thursday hearing.*

2. Planning Board Meeting Attendance

Task includes attendance at all regularly scheduled regular Planning Board meetings, excluding days that are in accordance with the paid time off policy of SRPC. Task also includes attendance at all work sessions unless cancelled by the Land Use Supervisor, excluding days that are in accordance with the paid time off policy of SRPC. Attendance at site walks will be at the request of the Land Use Supervisor and/or Chairman of the Planning Board. In the event of an absence, the SRPC staff member will seek alternate coverage and notify the land use supervisor as to whether a substitute planner will be in attendance, remote participation is needed, or no staff will be able to attend (in order of preference/priority). In the event of a planned absence, such notice is to be provided to the Land Use Supervisor at least 3 business days prior to the meeting. In the event of an unplanned absence due to illness or other emergent situations, notice is to be provided as soon as possible.

3. Site Plan Regulation Development
Task includes working directly with the Planning Board to perform revisions to the Northwood Site Plan Regulations, checklists, and application forms.
4. Master Plan Development
Task includes working directly with the Planning Board to provide professional and technical assistance in the development of the Master Plan Update.
5. Subdivision Regulation Development
Task includes working directly with the Planning Board to perform revisions to the Northwood Subdivision Regulations, checklists, and application forms.
6. Zoning Ordinance Amendments
Task includes working directly with the Planning Board to perform revisions to the Northwood Development Ordinance.
7. Attendance at other Town of Northwood meetings as necessary including but not limited to Board of Selectmen, Zoning Board of Adjustment, and Conservation Commission.

MUNICIPAL CERTIFICATION
For the Proposed One Sky Community Services Rehabilitation Project

To the best of my knowledge, the data in this application is true and correct, and this application submittal has been authorized by the Town of Northwood, New Hampshire. The Town of Northwood will comply with all federal and state laws, rules, regulations and requirements, including those in the CDBG Application and Program Guide and the Implementation Guide. Furthermore, I certify that:

- The municipality affirmatively furthers fair and affordable housing;
- Where applicable, the proposed project is consistent with the municipal master plan, the Housing and Community Development Plan (HCDP), the Residential Antidisplacement & Relocation Assistance (RARA) Plan and that all planning and zoning requirements have been (will be) met;
 - Where applicable, the municipality shall provide adequate funds to operate and maintain the public facility or improvement after the completion of the project;
- This application is being submitted with the full knowledge and approval of the Organization's Board of Selectmen and that the Organization will comply with New Hampshire conflict of interest laws as defined by RSA 7:19-a and RSA 292:6-a;
- This application is being submitted with the full knowledge and approval of CDFA's Privacy Policy, by which I acknowledge all information and documents created, accepted or obtained by, or on behalf of, CDFA are potentially subject to disclosure in compliance with RSA 91-A, New Hampshire's Right-to-Know law. (party authorized in public hearing)

I hereunto set my hand and official seal. Notary Public/Justice of the Peace (Seal) My Commission expires

Hal Kreider
Name of Designated CEO:

Chairman, Board of Selectmen
Title:

X _____
Signature

Date

NOTARY SECTION

State of New Hampshire
County of Rockingham

On this ___th day of _____, 2023 before me _____, the undersigned officer, personally appeared Hal Kreider, who acknowledged him/herself to be the Chairman, Board of Selectmen and that he/she, as such, being authorized so to do, executed the foregoing certification for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Notary Public/Justice of the Peace
Seal My Commission expires: _____

POSTED ON: DECEMBER 14, 2023

TOWN OF NORTHWOOD

OPEN OFFICES FOR 2024

Office Hours: Mon - Thu 8:30a.m. - 4p.m. and Sat. 1st & 3rd week of each month 8:30am-11:30am

To run for an elected official in the Town of Northwood, you must be a registered voter in Northwood. That will be verified-Make sure to have your Photo ID with you

OFFICE/POSITION	# OF OPENINGS	TERM
SELECT BOARD MEMBER	1 OPENING	3 YEARS
TOWN CLERK/TAX COLLECTOR	1 OPENING	3 YEARS
PLANNING BOARD	2 OPENINGS	3 YEARS
PLANNING BOARD	1 OPENING	2 YEARS
TRUSTEE OF TRUST FUNDS	1 OPENING	3 YEARS
LIBRARY TRUSTEES	1 OPENING	3 YEARS
CEMETERY TRUSTEE	1 OPENING	3 YEARS
CEMETERY TRUSTEE	1 OPENING	2 YEARS
CEMETERY TRUSTEE	1 OPENING	1 YEAR
SUPERVISOR OF THE CHECKLIST	1 OPENING	6 YEARS
MODERATOR	1 OPENING	2 YEARS
BUDGET COMMITTEE	1 OPENING	1 YEAR
BUDGET COMMITTEE	4 OPENINGS	3 YEARS
POLICE COMMISSION	1 OPENING	3 YEARS

FIRST DAY FOR CANDIDATES TO FILE DECLARATIONS OF CANDIDACY OR NOMINATION PETITIONS IS WEDNESDAY, JAN. 24, 2024. RSA 669:19; 652:20

NOTE: Filings not received by 4pm Thursday, February 1, 2024, must be submitted *In Person* by The Candidate on Feb, 2, 2024 from 3pm – 5pm at the Town Clerks Office. (RSA 669:19-21; 652:20)

LAST DAY FOR FILING IS FRIDAY, FEB. 2, 2024 FROM 3:00pm - 5:00pm. RSA 669:19

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)