Northwood, NH
Board of Selectmen Agenda
August 10, 2021

You may also watch the meeting live on the Town Website at this link:
https://livestream.com/accounts/28706232/events/8784532/player?width=640&height=360&enableInfoAndActivity=true&defaultDrawer=&autoPlay=true&mute=false

6:00 pm Call to Order, Roll Call, Pledge of Allegiance

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

ONGOING BUSINESS

• Approve Minutes
July 27, 2021

Review for Action: **Purchase Order up to $ 18,000 for paving at the transfer station. To be funded from the transfer station expendable trust fund. Chris Brown – DPW Foreman**
Purchase Order in the amount up to $ 12,000 for the installation of a waste oil heater to recycle waste oil accepted at the transfer station to be located in the DPW garage. To be funded from the transfer station expendable trust fund. Chris Brown – DPW Foreman

• Consent Agenda

TA Reports / Items for Board Action

7:00 pm **Public Hearing to Accept Gifts for the new Town playground from the Northwood Friends of Recreation. Approximate value $25,000.**

7:15 pm **Public Hearing To accept and expend funds in the amount of $451,108 from the Local Fiscal Recovery Funds (LFRF) from the State of New Hampshire under the American Rescue Plan Act of 2021 (ARP) in 2021 and 2022.**

OLD BUSINESS

Review for Action: Town Owned Property Sale Update

NEW BUSINESS

Review for Action: Review of Ambulance Billing Rates

Review for Action: Review Town Tax Deed Property Process

Review Board Tasker Manager

Board Committee Reports.

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

Nonpublic Session if needed RSA 91-A:3ll (a)

Adjournment

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

TOWN OF NORTHWOOD
BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes
July 27, 2021

ROLL CALL: Chairman Hal Kreider, Vice-Chair Matt Frye, Select Board Member Tim Colby, Select Board Member Jim Guzofski

ABSENT: Select Board Member Beth Boudreau

STAFF PRESENT: TA Walter Johnson, Finance Director Cheryl Eastman, Deputy Financial Specialist Paul Allard

6:00 P.M. Chairman Hal Kreider opened the Northwood Board of Selectmen meeting and led the Pledge of Allegiance

Minutes

Motion: "To approve the minutes of July 13, 2021, as amended."
Motion: T. Colby
Second: M. Frye
Discussion: Select Board Member Tim Colby commented on page 3, line 18 should read "Lucas Pond" instead of "Jenness Pond". Select Board Member Matt Frye commented on page 1, line 44 should include himself as the one who abstained in the vote. Chairman Hal Kreider commented on page 2, lines 46-47 to have the discussion read more clearly that more documentation was needed and on page 6, line 18 to read "Bob Strobel's example" instead of "his example".

Motion carried by roll call vote 4/0

CONSENT AGENDA

Northwood NH Consent Agenda for July 13, 2021

Accounts Payable Manifest dated July 21, 2021:
Batch # 17723 for $911,233.44

Payroll Manifest dated July 28, 2021:
Batch # 17740 for $80,484.71

Property Tax Exemptions: Approve or Deny per Assessor's Recommendations
Veteran Tax Exemption – William Fowler
Veteran Tax Exemption – Stephen Keenan
Veteran Tax Exemption – Michael Soter

Other
Intent to Cut – Charles Moreno (207-38, 207-39)
Land Use Change Tax – Sarah Barnum
Land Use Change Tax – Stephen Soucy
Yield Tax – Anthony Pasquale
Yield Tax – Johnson-Bodelson Revoc. Survivor's Trust
Unlicensed Dog Warrant

Motion: "To approve the consent agenda dated July 13, 2021 as amended"
Motion: M. Frye
Second: J. Guzofski
Discussion: The Board came to a consensus that the solar exemption should be included on the Consent Agenda for Michael Soter as it was not previously listed. Select Board Member Matt Frye wanted to state for clarity that these rules and regulations pertaining to unlicensed dogs are not being created by the Board and advised that all inquiries related to this topic be directed to the local State Representative.

Motion carried by roll call vote 4/0

Second Quarter Financial Report

Finance Director Cheryl Eastman reviewed the Second Quarter Finance Report with the Board. Some of the items highlighted were as follows; The revenue that the Town has received through June 30, 2021 are up $183,436 over the same time period as last year which has increased by 28.41%, the actual revenue when compared to the estimated revenue is currently at 48.25%, the expenditure report is currently at an overall balance of 55.9% of the budget as of June 30, 2021, and the cash flow projections remain slightly higher than the historical actuals. Cheryl did mention that the actual revenue has yet to reach the estimated marker that was projected, however, she did mention that the Town will be receiving its largest amount of revenue in December from the meals and rooms tax which will increase the actual revenue beyond the estimated revenue. Chairman Hal Kreider asked if any of the road work has been encumbered in the financial report and Cheryl commented that she has not officially encumbered for this, however she has reported it on her projected expenses report. Mr. Johnson added that this encumbrance will be done as soon as the Town has a contract regarding this matter.

Financial Software Replacement Update

Finance Director Cheryl Eastman has contacted four separate companies regarding each of their financial software that could be used for the Town of Northwood. After extensive research and contacting other municipalities who use these programs, Cheryl recommended to the Board to move forward with Municipal Technology Systems, a division of Municipal Resources Inc. (MRI). Cheryl continued to mention that she has received good reviews of this software, describing to the Board that the software can be managed through the Cloud in the office or from home and that the reports are much more defined than that of the other software that were reviewed. Mr. Johnson noted the initial payment of $20,000 will be paid from the new IT expendable

trust fund and the remaining will be included in the annual fee. After some discussion, the Board made a motion.

Motion: To approve the recommendation for Municipal Technology Systems (MRI) and to authorize the expenditure for their financial software as presented in the software comparison chart prepared by Finance Director Cheryl Eastman.
Motion: T. Colby
Second: M. Frye

Motion carried by roll call vote 4/0

TA Reports/Items for Board action

Staffing Update
Mr. Johnson reported that one applicant has been interviewed for a part-time position at the Transfer Station and will be discussed in the non-public session. Mr. Johnson also mentioned that the Transfer Station is back to full staff, with the exception of the open part-time position.

Building Repairs and Painting
Mr. Johnson is still seeking a painting contractor for the Community Center and the Chesley Library.

2020 Fiscal Year Audit
Mr. Johnson reported that the draft audit report for the 2020 Fiscal Year has been finalized and delivered as of July 27, 2021. Mr. Johnson presented this and a management letter that was delivered with the audit report to the Board. Chairman Hal Kreider asked if the letter would need a vote to be released to the public and Mr. Johnson confirmed that it will need a vote since it was addressed to the Board specifically. After some discussion, the Board made a motion.

Motion: To release the Governance Letter related to the 2020 Audit Report for the public.
Motion: J. Guzofski
Second: T. Colby
Discussion: Select Board Member Matt Frye asked what would be the downside to releasing this letter and Mr. Johnson clarified that the letter is recommended for the Board's use only since it does address some management items related to the Town.

Motion carried by roll call vote 4/0

Harvey Lake Dam Update
Mr. Johnson reported that an agreement with a surveyor has been executed to begin research regarding the ownership of the dam. Mr. Johnson expects the cost not to exceed $1,500. This work is currently pending and is scheduled for August.

Town Website Update
Mr. Johnson reported that a link for a beta test website has been sent out to all of the Board members, Department Heads and to staff members. Amongst the comments that Mr. Johnson has received is that this test website is a major improvement that

still needs some additional work done to it. Mr. Johnson will send in all comments that he has received to the web designer by the end of the week.

RT4 and Bow St. Drainage Issue

Mr. Johnson reported that he met with the DOT District engineer and mentioned that the department is willing to work with the Town to help solve the problem but admits it's could be challenging getting approval from DES for a closed drainage system that would discharge directly into the brook east of the Monument business. The DOT District engineer will contact Mr. Johnson once he has looked into the permitting matter.

Roadside Mowing

Mr. Johnson reported that the Roadside mowing is scheduled for the third and fourth week of August, weather permitting. Approximately 50% of the Town roads will be done this year and the remaining areas will be done in 2022.

Assessing Update

Jeff Earls, the Town Assessor, reported that sales continue to be brisk and properties are selling on average 25% above the new 2020 assessments. This estimate is based on approximately 77 sales from October 1, 2020 to July 22, 2021. Mr. Johnson and Jeff will continue to monitor the sales through September, which is the cut off for the new state sales analysis. Mr. Johnson presented a letter from Jeff regarding the Uniform Standards of Professional Appraisal Practice (USPAP) to the Board. A copy of the report is in the Assessing Office for review by the Board and the public.

Road Surface Management Plan (RSMS)

Mr. Johnson, Public Works Foreman Chris Brown and Bob Strobel, a volunteer consultant, met with representatives from the Strafford County Planning Regional Commission to kick off the RSMS update process. The field observation work will begin mid to late August and Mr. Johnson expects a preliminary draft of the plan in early October.

Town Offices Water Damage

Mr. Johnson reported that due to heavy rain on July 17, 2021 water ran into the lower level of the Town Office, damaging carpet, walls, and some stored boxes. The problem appears to be the drainage system that is located at the lower entrance of the building. Mr. Johnson mentioned that Servpro is managing the restoration on the offices and Primex will cover the cost less our $1000 deductible.

Upcoming Meetings Schedule

Mr. Johnson mentioned that the next upcoming meetings will be held on August 10, 2021 and August 24, 2021.

OLD BUSINESS

Loon Estates Coop CDB Grant Request

Chairman Hal Kreider started the discussion by thanking Mike Trudel, President of Loon Estates Cooperative, and Attorney Glenn Raiche, representative of Loon Estates Cooperative, for presenting the requested documents for the Board. Hal Kreider continued by asking if the Cooperative would be amendable to a letter of understanding that in the unlikely event of a default, the Cooperative would assist the Town in recovering those funds. Glenn Raiche was able to confirm to the Board that he believes that there is already something stipulated to that effect, however if there

isn't already a policy for this, he is confident that assisting the Town shouldn't be an issue. After some discussion, the Board made a motion.

Motion: To approve the Loon Estates Cooperative request and to allow Chairman Hal Kreider to sign a subornation agreement for the existing CDBG mortgage lien on the Cooperative's property on behalf of the Board, subject to the creation of a document stating that Loon Estates Cooperative will assist the Town of Northwood in the unlikely event of a default.
Motion: M. Frye
Second: T. Colby

Motion carried by roll call vote 4/0

Town Property Sale Update

Mr. Johnson presented to the Board an updated list of properties to sell. This updated list that was presented has a more refined detail showing which properties are ready to be put up for sale and those that are still being researched. Mr. Johnson recommended to the Board that they begin taking this newly created list of properties to the appropriate abutters for sale which could be done by the Town or through an auctioneer. After some discussion, the Board came to a consensus to have Mr. Johnson gather the necessary information to finalize the list of properties to present to the Auctioneer for the next Board meeting.

NEW BUSINESS

Alternate Public Meetings Participation Options

Mr. Johnson presented to the Board an option to incorporate into the Select Board meetings for Board members who cannot attend a public meeting in person to attend via Zoom. As it currently stands, there aren't many ways for an individual who is not at the meeting physically to respond to what might be happening. Mr. Johnson also stated that there is no policy in place regarding the Board if they so choose to attend their meetings remotely due to a valid reason they might have. However, it was mentioned that there needs to be a quorum in person at the meeting, to comply with the State statutes. Deputy Financial Specialist Paul Allard has been working with Land Use Specialist Susan Austin to try and configure these accommodations for the public as well as the Board. After some discussion, the Board made a motion.

Motion: To allow the remote participation of Board members with justifiable reasoning.
Motion: M. Frye
Second: T. Colby

Motion carried by roll call vote 4/0

American Recovery Plan Act Funding Update and Application Process

Mr. Johnson reported that the funds that the Town of Northwood is eligible for is approximately $451,270. Regarding this, Mr. Johnson mentioned to the Board that they have to decide if they would like to apply for this particular funding, as a few other Towns have opted out of that type of responsibility. If in fact the Board would like to move forward with this application, the funds would be distributed evenly into two separate payments; The first installment will be given during the remainder of 2021 and will be usable up until the end of the year 2024 and the second installment will be given during the year 2022 and will be usable up until the end of the year

2026. Mr. Johnson commented that this will give the Board more flexibility over the years to use these funds rather than try to use all of it in the year it was given. Mr. Johnson also mentioned that determining how these funds can be used can be developed over time as needed, which also allows the Board more flexibility towards the utilization of these funds. After some discussion, the Board made a motion.

Motion: To authorize Mr. Johnson to submit a request for funding through the Local Fiscal Recovery Fund.
Motion: M. Frye
Second: J. Guzofski

Motion carried by roll call vote 4/0

NON-PUBLIC SESSION
Motion: To enter non-public at 7:41 PM under RSA 91-A:3, II (b)
Motion: T. Colby
Second: M. Frye

Motion carried by roll call vote 4/0

The Select Board Member entered non-public at 7:42 PM.

Public Session Reconvened at 8:11 PM

Motion: To exit non-public.
Motion: M. Frye
Second: T. Colby

Motion carried by roll call vote 4/0

Discussion: Chairman Hal Kreider revealed that the Board voted on the hiring of Haley Clark for the part-time position at the Transfer Station at Grade 2, Step 10 for $13.03 per hour, contingent on the approval of all background checks.

Motion: "To adjourn at 8:15 PM"
Motion: M. Frye
Second: J. Guzofski

Motion carried by Roll Call Vote 4/0

Respectfully Submitted
Paul Allard, Deputy Financial Specialist/BOS Admin Assistant

Northwood NH Consent Agenda for August 10, 2021

Accounts Payable Manifest dated August 4, 2021:
Batch # 17779 for $154,829.73

Payroll Manifest dated August 11, 2021:
Batch # 17802 for $77,886.90

Treasurer's Report – N/A

Administrative Abatements – N/A

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

Other
Intent to Cut – Jeffrey Eames
Land Use Tax Change – Casey Purington
Proration Application – Daniel McNally

Approved by a vote of **__ – Yes, __ – No** on August 10, 2021

_____ Hal Kreider

_____ Matt Frye

_____ Beth Boudreau

_____ James Guzofski

_____ Tim Colby

FORM **PA-7**

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

NOTICE OF INTENT TO CUT WOOD OR TIMBER

(Assigned by Municipality)

YR	TOWN	OP#
21	349	08 - T

For Tax Year April 1, **2021** to March 31, **2022**

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.

M215, L31 AND M214, L6

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

4. Name of Access Road: **YE OLDE CANTERBURY**

5a. Acreage of Lot: **23.6** Acreage of Cut: **23.6**

5b. Anticipated Start Date: **August 2021**

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.)

Timber Tax Information is Available at www.revenue.nh.gov
Questions?? Call (603) 230-5950

Lance Benson — 5/27/21
SIGNATURE (In Ink) OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED

BENSON/BURKE FAMILY REV. TRUST, LANCE BENSON TRUSTEE
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

Judith Burke — 5/27/21
SIGNATURE (In Ink) OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED

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

1139 FIRST NH TURNPIKE
MAILING ADDRESS

NORTHWOOD	NH	03261
CITY OR TOWN	STATE	ZIPCODE

E-MAIL ADDRESS

HOME PHONE (Enter number without dashes)	CELL PHONE (Enter number without dashes)

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	40	MBF
Hemlock	50	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	30	MBF
Ash		MBF
Beech & Soft Maple		MBF
Pallet or Tie Logs	13	MBF
Other (Specify)		MBF

Pulpwood	Tons	Cords
Spruce & Fir		
Hardwood & Aspen		
Pine	120	
Hemlock	300	
Whole Tree Chips		

Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	100	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. I have become familiar with RSA 227-J, the timber harvest laws.

Jeffrey C. Eames — 5.27.21
SIGNATURE (In Ink) OF PERSON RESPONSIBLE FOR CUT — DATE

JEFFREY C. EAMES PRES. FORT MTN. TRUCKING CO. INC
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

168 GRANITE STREET
MAILING ADDRESS

ALLENSTOWN	NH	03086
CITY OR TOWN	STATE	ZIPCODE

603-485-4459	cindy@nhforestry.com
PHONE NUMBER	E-MAIL ADDRESS

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 within 30 days.

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

PA-7
Rev 04/2014

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:

☒ PROPERTY OWNER(S) OR ☐ RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:

PLEASE TYPE OR PRINT

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
PURINGTON	CASEY	

MAILING ADDRESS: 346 FIRST NH TURNPIKE

MUNICIPALITY	STATE	ZIP CODE
NORTHWOOD	NH	03261

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT

(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED

(b) ACCESSIBLE STREET LOCATION	MUNICIPALITY	COUNTY
14 OUTBACK LANE	Northwood	ROCKINGHAM

(c) TOTAL ACRES OF PARCEL	PARCEL TAX MAP AND LOT #		DEED BOOK AND PAGE #	
40	230	13	6059	2320

(d) CHECK ONE BELOW:

☐ PARTIAL RELEASE ☒ FULL RELEASE ☐ RIGHT OF WAY LAND USE CHANGE TAX

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)

(a) Owners Name When Land Was First Recorded in Current Use:	DEED BOOK AND PAGE #	
CASEY PURINGTON		
(b) Total Number of Acres Originally Enrolled in Current Use	40	
(c) Total Number of Acres Previously Released Since The Original Recording	0	
(d) Number of Acres Subject to the LUCT Per This Assessment	2	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	38	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: **BUILT A HOUSE**	
(b) Actual Date of Change in Use (MM/DD/YYYY)	**01/21/2021**
(c) Full and True Market Value at Time of Change In Use	$ **58000**
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	$ **5800**

STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE

STEP 6 - BILL LAND USE CHANGE TAX TO: (COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
MAILING ADDRESS		
MUNICIPALITY	STATE / ZIP CODE	
(b) Actual Date of Change in Use (MM/DD/YYYY)		
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)		
(d) Full and True Market Value at Time of Change In Use	$	
(e) Land Use Change Tax Due	$	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPALITY LAND USE CHANGE TAX BILL

(continued)

STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)

(a) MAKE CHECKS PAYABLE TO:		
(b) MAIL TO:		
MAILING ADDRESS:		
MUNICIPALITY	STATE	ZIP CODE
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION:		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS:		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): ☐ Yes ☐ No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF $ _____		
PAYABLE TO:		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: _____		

STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (in black or dark blue ink)	DATE OF PAYMENT

TAXPAYER'S RSA 76:21 PRORATION APPLICATION TO MUNICIPALITY
Prorated Assessment for Damaged Buildings - RSA 76:21

TAX YEAR 2021

SECTION A. Party(ies) Applying (Owner(s)/Taxpayer(s))

Name(s): Daniel McNally

Mailing Address: 121 First NH Tpke, Northwood, NH 03261

Telephone Numbers: (Home) n/a (Work) _____ (Cell) 603-534-1927

SECTION B. Party's(ies') Representative if other than Person(s) Applying (Also Complete SectionA)

Name(s): _____

Mailing Address: _____

Telephone Numbers: (Home) _____ (Work) _____ (Cell) _____

SECTION C. Property(ies) for which a Prorated Assessment is Sought

RSA 76:21 provides that a prorated assessment shall be granted for taxable building(s) damaged by unintended fire or natural disaster and therefore unable to be used for its intended use. For the purpose of RSA 76:21, paragraph I, an "unintended fire" means a fire which does not arise out of an act committed by or at the direction of the property owner with the intent to cause a loss.

1) A person aggrieved by a property tax for a damaged building as provided in RSA 76:21, paragraph I, shall file an application with the assessing officials, in writing, within 60 days of the event or by March 1, whichever is later.

2) The proration of the building assessment shall be based on the number of days the building was available for its intended use divided by the number of days in the tax year, multiplied by the building assessment.

Complete the following information for the property which a prorated assessment is being sought.

Tax Map/Lot: 49 Street Address/Town: 121 First NH Tpke, Northwood, NH 03261

Tax Year Date: 04/01 Date of Event: 6/24/21 Total # of Days of Intended Use: _____ Assessment: $ 266,400

Nature of Event: Fire Extent of Damage *(Describe)*: The home was completely destroyed in a fire.

SECTION D. Certification by Party(ies) Applying

By signing below, the Party(ies) applying certify (certifies) and swear(s) under penalties of RSA ch. 641, the applicant has good faith basis the event complies with the requirements of RSA 76:21, I, and the facts stated are true to the best of my/our knowledge.

Date: 8/4/21

Signature

Signature

TAXPAYER'S RSA 76:21 PRORATION APPLICATION TO MUNICIPALITY
Prorated Assessment for Damaged Buildings - RSA 76:21

SECTION E. **Certification and Appearance by Representative (If Other Than Party(ies) Applying**

By signing below, the representative of the Party(ies) applying certifies and swears under penalties of RSA ch. 641:

1. All certifications in Section D are true;
2. The Party(ies) applying has (have) authorized this representation and has (have) signed this application; and
3. A copy of this form was sent to the Party(ies) applying.

Date: _____ _____
Signature

SECTION F. **Disposition of Application* (For Use by Selectmen/Assessor)**

ORIG WAS 266,600

Request: GRANTED ☐ Revised Assessment: $ ~~266,600~~ 153,152 Date: 8/4/21

Request: DENIED ☐ ~~Abate~~ Abate 113,458

Remarks TAX RATE X 17.77 = 2016.14 ÷ 2 = $1008.07

_____ _____
Signature of Selectmen / Assessor Date

_____ _____
Signature of Selectmen / Assessor Date

_____ _____
Signature of Selectmen / Assessor Date

_____ _____
Signature of Selectmen / Assessor Date

_____ _____
Signature of Selectmen / Assessor Date

Dirigo Waste Oil LLC
92 College Ave
Waterville, ME 04901
Phone # **207 873 0881**
Fax # 207 877 9701
dirigowasteoil@roadrunner.com

ESTIMATE

Date	Estimate #
7/30/2021	34564

Bill To	Ship To
Northwood NH PW 2 Town Works Way Northwood, NH 03261	Northwood NH PW 2 Town Works Way Northwood, NH 03261

Project	Rep	Terms
	JL	**1/2 Down 1/2 On Completion**

Description	Qty	Total
Clean Burn CB2500 waste oil furnace with 500 gallon double wall tank (with a couple dings in it) tank stands, tank drain, pump mount, draw assembly, gauge, copper line, sheething, and pump wiring 10 YEAR FULL REPLACEMENT HEAT EXCHANGER WARRANTY	1	11,037.00T
Tank Vent	1	126.02T
8" Class A - Double Wall Chimney Kit - Through Roof	1	780.52T
CLEANBURN FREE BASIC CHIMNEY PROMO VALID THROUGH AUGUST 15TH 2021		-780.52
8" Smoke-pipe	1	156.68T
Wiring Materials	1	210.76T
Air Lines - from air source to burner - incudes inline regulator/separator	1	140.00T
Shop Supplies	1	50.00T
Installation / Set-up Labor -	1	1,240.00
Estimate to install CB2500 tank and stands on back wall near bathroom with a through the roof chimney		
Customer to provide 120V 30A dedicated circuit within 10' of unit with switch at the incoming door, compressed air within 15' of unit. Also customer to provide ice protection for the chimney		

ESTIMATE VALID FOR 30 DAYS UNLESS SPECIFIED ABOVE

Sign To Accept _____

Date of Acceptance: _____

Subtotal	**$12,960.46**
Sales Tax (0.0%)	$0.00
Total	$12,960.46

Town of Northwood

Town Administrator's Report

August 10, 2021

Staffing Update: All positions are currently filled except the PD. PD candidate testing is scheduled for this Saturday.

Building Repairs and Painting: We are still seeking a painting contractor for the Community Center and the Chesley Library.

Harvey Lake Dam Update: Research on the dam ownership is moving forward. The field work is underway.

Town Website Update: All comments have been forwarded to the designer and will be incorporated into the design where possible.

RT4 and Bow St. Drainage Issue: We continue to work on this issue.

Town Offices Water Damage Update: restoration continues in the lower level of the Town office building.

Town Facilities Lighting Upgrade: I'll be meeting with a representative from Eversource to discuss the latest update on the upgrade/saving program for Town facilities.

Emergency Shelter: I will be meeting with the EMD Bob Young and Northwood School and SAU representatives soon to discuss a formal MOU for emergency shelter use of a portion of the school facility and the options for acquiring an emergency backup generator for the facility.

Fire Department Tanker Truck Financing: As approved at the 2020 Town vote, lease purchase financing was approved in the amount of $251,230 for a 5-year term. After researching current financing options, Franklin Savings Bank is offering the lowest interest rate and therefore I would like Board authorization to secure the lease/purchase financing from Franklin Savings. **ACTION REQUIRED:** A vote to secure lease/purchase financing for the new FD tanker truck in the amount of $251,230 for 5 years with an annual non-appropriation clause from Franklin Savings Bank and authorize the Town Administrator to sign all necessary documents.

Diseased Hazardous Trees: It was suggested at the recent budget committee the Town inventory and begin removal of diseased hazardous trees from the Town's right of ways. We will be looking for any assistance options that might be available through different sources to assist with this project. Perhaps UNH Cooperative Extension can assist.

DPW Equipment Lease Extension: Losing several days' work on the roads as the crew maned the transfer station, Chris is requesting approval to extend the excavator lease an additional month at the same rate of $3,000 vs. $1400 for just an additional week. This will allow for the remaining summer road work to be completed sooner. The additional month cost will come from the operating budget highway maintenance. **ACTION REQUIRED:** Move to approve a purchase order for an additional month of excavator lease for the DPW in the amount of $3000.

Upcoming Meetings Schedule: Regular Board Meeting Schedule: August 24th and Sept. 14th and 28th.

PUBLIC NOTICE

The Northwood Select Board hold a public hearing on August 10, 2021, at 7:00pm at the town hall to gather testimony, information and public input concerning the following:

To accept gifts of fencing, playground equipment and signage with the approximate value of $25,000 from the Friends of Northwood Recreation for the new playground.

Northwood Select Board

PUBLIC NOTICE

The Northwood Select Board hold a public hearing on August 10, 2021, at 7:15pm at the town hall to gather testimony, information and public input concerning the following:

To accept and expend funds in the amount of $451,108 from the Local Fiscal Recovery Funds (LFRF) from the State of New Hampshire under the American Rescue Plan Act of 2021 (ARP) in 2021 and 2022. The four areas the funding may be used for includes public health/negative economic impacts (rental or utility arrearages) premium pay for frontline town employees, investment in water, sewer, clean water, and broadband projects. The public is encouraged to provide input regarding the use of these funds during the hearing.

Northwood Select Board

These properties may be offered to abutters by the Town before auction

Tax Deeded & Other Town Propety Sale List for 2021

Updated 8/3/21

Tax Rate	
Cove Dist.	
Gulf Dist	

Map and Lot	Street Address	Acquired By	Disposition	Date Acquired	Lost Property Taxes	10% of Value Penalty	18 % Int.	2021 Lost to Date	Total	Comments
107 -04	Lakes Sites Drive	Tax Deed 4245-2477	Abutter	2003	$ 6,118.83	$ -	$ 1,101.39	$ 170.59	$ 7,390.81	.03ac wf,Epson TL, sell to Epson abutter
109 - 75	Glenwood Lane	Tax Deed 5574-1112	Abutter	2014	$ 13,528.21	$ 6,900.00	$ 2,435.08	$ 488.68	$ 23,351.96	
124 - 4	Lower Camp Road	Quit Claim 2417-1394	Abutter	1982 (used 1996)	$ 15,092.93	$ 880.00	$ 2,716.73	$ 412.26	$ 19,101.92	.35ac
125 - 57	59 Lower Camp Rd	Tax Deed 4742-2639	Abutter	2006	$ 19,262.19	$ 11,710.00	$ 3,467.19	$ 820.97	$ 35,260.36	very poor condition
125 - 62	79 Lower Camp Road	Tax Deed 3363-2688	Abutter	1999	$ 16,972.57	$ -	$ 3,055.06	$ 548.20	$ 20,575.83	.3ac
207 - 24	Long Pond Road	Tax Deed 3211-0072	Abutter	1997	$ 13,591.16	$ -	$ 2,446.41	$ 334.08	$ 16,371.64	.28 ac
211 - 22	Bow Lake Road	Tax Deed 5408-0650	Abutter	2012	$ 3,810.77	$ 1,740.00	$ 685.94	$ 123.50	$ 6,360.21	backland, no known access
218 - 50	Bow Lake Road	??	Abutter	?? (used 2006)	$ 13,344.90	$ 5,030.00	$ 2,402.08	$ 630.84	$ 21,407.81	narrow ROW off Bow Lake Rd
232 - 23	Nottingham Town Line	Tax Deed 5158-1932	Abutter	2010	$ 6,844.82	$ 2,400.00	$ 1,232.07	$ 66.64	$ 10,543.52	.060ac
235 - 36	Upper Deerfield Road	??	Abutter	?? (used 2006)	$ 13,870.30	$ 5,270.00	$ 2,496.65	$ 605.07	$ 22,242.02	.210 ac - ROW Access
244 - 45	Upper Camp Road	??	Abutter	?? (used 2006)	$ 13,788.23	$ 5,280.00	$ 2,481.88	$ 548.20	$ 22,098.31	.3ac former leased lot

Tax Deeded & Other Town Propety Sale List for 2021

Updated 8/3/21

Tax Rate
Cove Dist.
Gulf Dist

Map and Lot	Street Address	Acquired By	Disposition	Date Acquired	Lost Property Taxes	10% of Value Penalty	18 % Int.	2021 Lost to Date	Total	Comments
104 - 21	Blaisdell Road	Tax Deed 5275-0385		2011	$ 44,739.28	$ 13,960.00	$ 8,053.07	$ 2,117.30	$ 68,869.64	
104 - 22	Blaisdell Road	Tax Deed 5275-0386		2011	$ 2,585.00	$ 490.00	$ 465.30	$ 38.21	$ 3,578.51	
110 - 20	Tasker Shore Drive	Tax Deed 3211-76		1997	$ 25,109.50	$ 1,560.00	$ 4,519.71	$ 691.25	$ 31,880.46	level, wooded, odd shape lot, 2.9 ac.
110 - 21	Tasker Shore Drive	Tax Deed 3211-75		1997	$ 30,246.59	$ 2,140.00	$ 5,444.39	$ 794.32	$ 38,625.30	8.7ac level wooded lot
111 - 42	Tasker Shore Drive	Tax Deed 2969-0715		1993	$ 4,876.20	$ -	$ 877.72	$ 114.62	$ 5,868.54	.31ca, wooded, wetlands, merge with 21
113 - 06	151 Lynn Grove Rd	Tax Deed 3448-2902		2000	$ 43,063.86	$ -	$ 7,751.49	$ 1,398.57	$ 52,213.93	
113-23-INT2	Lynn Grove	Tax Deed 3448-2902		2000	$ 3,923.88	$ -	$ 706.30	$ 119.74	$ 4,749.92	
117 - 08	Rita Circle	Tax Deed 2969-0713		1993	$ 32,261.11	$ -	$ 5,807.00	$ 537.54	$ 38,605.65	beach area 150' wf
117 - 10	Rita Circle	Tax Deed 2969-0712		1993	$ 30,091.85	$ -	$ 5,416.53	$ 600.63	$ 36,109.01	Gulch Pond, unbuildable
117 - 12	54 Rita Circle	Tax Deed 5408-0653		2012	$ 27,043.81	$ 11,530.00	$ 4,867.89	$ 653.94	$ 44,095.63	MH caved in no value, WF on Gulch MNT Pond
117 - 13	Rita Circle	Tax Deed 5408-0652		2012	$ 19,111.33	$ 8,150.00	$ 3,440.04	$ 510.00	$ 31,211.36	WF on Gulch MNT Pond
122 - 63	Harvey Lake Road	Created VIA Mapping		2004??	$ 14,269.93	$ 580.00	$ 2,568.59	$ 179.48	$ 17,598.00	.14ac lot created by maping corner lot
122 - 52	Pine Street	Tax Deed 3043-2800		1994	$ 4,690.87	$ -	$ 844.36	$ 78.19	$ 5,613.41	.58ac multiple lots combined need title research
122 - 94	24 Oak St	Tax Deed 5408-0648		2012	$ 13,560.31	$ 5,260.00	$ 2,440.86	$ 608.62	$ 21,869.79	building very poor .17 ac no well/septic
122 - 102	24 Ash St	Tax Deed 4961-2993		2008	$ 21,054.93	$ 8,420.00	$ 3,789.89	$ 811.20	$ 34,076.02	.17ac falling down structure and shed
123 - 29	Shore Drive	?? Can't Find		At Least 1996	$ 8,636.45	$ 1,150.00	$ 1,554.56	$ 850.29	$ 12,191.31	.27 ac wf
123 - 45	Elm St	Tax Deed 5055-1480		2009	$ 1,987.24	$ 720.00	$ 357.70	$ 48.87	$ 3,113.81	.11ac w/shed
123 - 51	8 Elm Street	Tax Deed 3448-2900		2000	$ 31,247.79	$ 2,410.00	$ 5,624.60	$ 720.57	$ 40,002.97	poor condition
205 - 16	Quimby Road	Tax Deed 5275-0388		2011	$ 6,877.61	$ 2,530.00	$ 1,237.97	$ 179.48	$ 10,825.06	1.2ac
205 - 18	Quimby Road	Warranty Deed 5918-2220		2018	$ 2,614.36	$ 1,840.00	$ 470.59	$ 180.37	$ 5,105.31	Land was Donated to the Town by the Previous Owner 1.3ac
216 - 18	55 Main Street	Tax Deed 5661-1801		2015	$ 34,976.06	$ 16,020.00	$ 6,295.69	$ 1,651.72	$ 58,943.47	.95 AC
218 - 34	170 Sherburn Hill Rd	Tax Deed 5496-0317		2013	$ 40,633.14	$ 17,470.00	$ 7,313.97	$ 1,108.85	$ 66,525.95	MH poor condition, cabin, box trailer
244 - 43	Upper Camp Road	?? Can't Find		?? (used 2006)	$ 21,087.50	$ 8,280.00	$ 3,795.75	$ 595.30	$ 33,758.55	School lot, 1.5 ac. Nice level lot, former lease lot
244 - 44	Upper Camp Road	?? Can't Find		?? (used 2006)	$ 21,627.41	$ 8,500.00	$ 3,892.93	$ 602.40	$ 34,622.75	School lot, 1.8 ac former leased land, slopes up
244 - 52	Upper Camp Road	?? Can't Find		?? (used 2006)	$ 20,213.74	$ 7,920.00	$ 3,638.47	$ 581.97	$ 32,354.17	School lot, 1ac former leased lot

Town of Northwood
Ambulance Billing Rates

8/5/2021

Comstar 52 Comm.	MLG	BLS	ALS1	ALS2
Low Average	$14.65	$655.97	$999.22	$1,489.75
Average	$21.80	$935.86	$1,481.10	$2,128.04
High Average	$29.37	$1,175.58	$1,809.95	$2,724.12
Current NW Rates	$19.00	$850	$1,250	$1,925
Rec. Rates	$22.00	$935	$1,500	$2,130
Increasae	$3.00	$85.00	$250.00	$205.00

Town Tax Deeded Property Process
Town of Northwood

Purpose: Board of Selectmen authorization to decide which properties should be put out for sale and which Town future sites economically advantageous position for the Town which could result in the poles or retention of property as a Town asset. In cases when the Board of Selectmen determines it is best to sell the following procedure should be adhered.

1) Town tax deeded property that is for sale must take place no sooner than three (3) years following the date of the recording deed, pursuant to RSA 80:89 (attached).

2) The Executive Secretary will prepare packets of property information for each bid property to distribute to applicable parties. The packets must include a copy of the tax assessment card and tax map section.

3) The Town Administrator will create an excel spreadsheet to determine the back tax amount owed for each property to be attached to the assessment file for reference at the time of bid opening.

Non-conforming

a. Non-conforming lots with no structure will be offered to abutting property owners for merging only.

b. Each abutter to the property will receive a letter informing them of the opportunity to bid with merging conditions attached.

c. The bids for each town owned property must be received sealed by the established deadline date at the Selectmen's Office.

d. Follow steps i through n (below).

Property with Existing Structures

Board of Selectmen will have a site visit of all structures prior to bid.

a) Town tax deeded property with existing structures will be offered for public bid.

b) Tax deeded property available for bid will be advertised in the local papers for two consecutive weeks and will be advertised with no liability and not required to accept bids.

c) The Board of Selectmen will open the sealed bids during a public meeting and review the back taxes due on each property to determine fair acceptance of bids.

d) The Board of Selectmen will have the right to accept or decline any bids. However, if the bid is awarded, it will be awarded to the highest bidder.

e) If the bid is declined the Board of Selectmen will have the option to contact a realtor to place the property on the market.

f) If accepted the bidder will receive a letter informing that their bid was accepted and directions of the required procedure.

g) If the awarded bidder refuses the bid, the Board of Selectmen may offer the property to the next highest bidder or reserve the right to offer the property to a Realtor to sell on behalf of the Town.

h) The buyer must submit 10% of the bid to the Town of Northwood within ten days of receipt of the bid acceptance letter via bank or certified check.

i) The balance due of the property must be submitted to the Town of Northwood within sixty days of receipt of the bid acceptance via bank or certified check.

j) The option to submit payment in full within ten days is always open to complete the transaction in an expedient manner and must be submitted to the Town of Northwood via bank or certified check.

k) The buyer must submit a personal check made out to the Rockingham County Registry of Deeds for the buyer's portion of tax stamps and recording fee on this transaction.

l) When the full payment on this property has been submitted, with the tax stamp and recording fee check to the Registry, the Selectmen will prepare a quitclaim deed to finalize the process. The deed will be mailed with check to the Registry for recording.

m) The Registry will return the recorded deed to the Town.

n) The town will copy the recorded quitclaim deed for the property file and forward the original quitclaim deed to the new owner of the property and to the address listed on the quitclaim deed.

Conforming Lots

a.) Town tax deeded conforming lots will be offered to Realtor to sell the property at fair market value.

b.) Board of Selectmen will review all offers submitted via the Realtor during a non-public meeting under RSA 91-A:3(d).

c.) Once the Board of Selectmen reviews offers they will motion to accept the offer in non-public session.

d.) Realtor will be in charge of completing all applicable forms and transactions on behalf of the Town and the sale of town property.

e.) The Executive Secretary will prepare the quitclaim deed to finalize the process. The dead will be submitted to the applicable company at closing for recording purposes.

Approved by the Northwood Board of Selectmen:

Chairman, Scott Bryer

Lucy Edwards

Janet DiPaolo

8/31/04
Effective Date

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Town of Northwood													Updated 08/04/2021
2	Select Board and Administration Task Manager													
3				Priority				Due		Revised				
4	Date Listed	Task		Level		Assignee(s)		Date		Date		Status		Notes
5														
6	1/5/2021	Review of Town Policies and Ordinances		Medium		BoS/WJ		9/1/2021		11/30/2021		in process		review during each BoS meetings beginning 03/15/2021 until complete
7														
8	1/5/2021	Sale or Auction of Available Town Owned Property		High		WJ/BoS		8/30/2021				in process		determine status and confirm list w/BoS, ConCom,Rec Commission
9														
10	1/15/2021	FY 20 Audit		Medium		WJ/CE		8/1/2021				Complete		field work completed
11														
12	1/15/2021	Update and Improve Town Website		Medium		WJ/BoS/Staff		8/1/2021		8/31/2021		in process		meeting scheduled with host/design company on 4/29
13														
14	1/15/2021	Cable TV Franchise Agreement Renewal Process		low		WJ/Bos/Atlantic		12/31/2023				in process		joined consortium to negociate, first meeting 3/31/21
15														
16	1/15/2021	Review and Update Personnel Policy		High		WJ/BoS		4/15/2021		8/1/2021		8/24/2021		Have current policy reviewed by legal for compliance &w/BoS for updates
17														
18	1/25/2021	Update Wage Scale		High		WJ/BoS/CE		4/15/2021		7/1/2021		8/24/2021		Update wage Grade and Step scale
19														
20	2/4/2021	Complete New Road Surface Management System		High		WJ/CB/SCRPC		10/31/2021				in process		process to begin in late spring/summer, kickoff meeting on 7/20
21														
22	2/18/2021	Renovate the Center School		Medium		WJ/Facility Com		10/31/2021				in process		research grant funding, assess improvements needed, prepare for 2022
23														
24	3/9/2021	Public Hearing on New Building Permit Fees		Medium		WJ/CS/BoS		5/25/2021		10/26/2021				Proposed effective date of 1/1/2022
25														
26	3/9/2021	Review and Update Cyber Security Protection		High		WJ/CE/Mainstay		4/15/2021		8/30/2021		in process		Review policies and practices, program protection, hardware status
27														
28	3/9/2021	Review and Select New Financial Software Package		Medium		WJ/CE		8/1/2021				Complete		subject to funding at TM, plan to convert 01/01/22
29														
30	3/23/2021	Board Review of All Committees and Their Charges		High		WJ/BoS		5/30/2021		8/27/2021				determine if still needed, is charge/mission clear and accurate
31														
32	4/13/2021	Organize a Conference of Committees		Medium		WJ/BoS		TBD						organize a meeting of all boards and committees to discuss mission, etc.
33														
34	5/7/2021	Investigate Harvey Lake Dam Ownership		High		WJ		6/15/2021		9/1/2021		in process		determine ownership, address DES findings of 01/2020
35														
36	5/7/2021	Evaluate condition of boat ramps		High		WJ/ConCom/DES		7/1/2021		9/1/2021		in process		research improvements to Northwood & Harvey Lk ramps
37														
38	6/10/2021	Bow St. and RT4 Intersection Drainage Issue		High		WJ/CB/DOT		TBA				In process		scheduling meeting with DOT for July
39														
40	6/29/2021	Address Gulch Pond Dam DES Notice		Medium		WJ/CB		9/1/2021						address letter of recommendations from DES
41														
42	7/23/2021	Public Hearing for Receiving Playground Donations		High		WJ/BoS		8/10/2021						accept gifts from Friends of Rec for donations of signage, fencing, etc.
43														
44	7/23/2021	Public Hearing for Unaticipated ARPA Funds		High		WJ/BoS		8/10/2021				in process		accepting unanticpated ARPA funds as required by RSA
45														
46	8/4/2021	Coordinate Public Auction with Auctioneer		High		WJ/BoS/Staff		10/16/2021				in process		Auction date 10/16/21, location TBD
47														
48	8/4/2021	Develop MOU with School for Emergency Shelter		Medium		WJ/BY/BoS		10/1/2021				in process		work w/school admin and EMD to develop MOU for emergency shelter
49														
50	8/4/2021	Begin FY22 Budget Preparation Process		High		WJ/CE/Staff		9/13/2021						Issue package to department heads requesting line item budget detail

FYI

Walter Johnson

From: Mark Tetreault <mtetreault@town.northwood.nh.us> on behalf of Mark Tetreault
Sent: Thursday, August 5, 2021 10:45 AM
To: Walter Johnson; Cheryl Eastman
Subject: Fwd: Resignation

---------- Forwarded message ---------
From: **Anthony Maccarone** <tmaccarone56@gmail.com>
Date: Wed, Aug 4, 2021 at 5:18 PM
Subject: Resignation
To: Mark Tetreault <mtetreault@town.northwood.nh.us>

Chief,

On August 18th I am being promoted to Lieutenant. While I am thrilled to start my new role, it will come with added responsibilities and I'm not sure I will be able to dedicate enough time the the Northwood Fire Department. Like all Fire Departments, LFD is in a hiring crisis and we cannot get qualified applicants. Hold overs are increasing for all ranks and I have to focus on covering shift at LFD.

I have enjoyed my time at NFD. The department has an amazing group of dedicated members. They're lucky to have you constantly going after grants and moving the department forward. Thank you for giving me the opportunity to help out. I hope Trevor Smith works out for you guys, he's young and excited to learn.

Take care and reach out any time.

Tony Macc

FYI

ATLANTIC® broadband

2 Batterymarch Park, Suite 205
Quincy, MA 02169

atlanticbb.com
617.786.8800

July 26, 2021

Kathryn Lafond
Town Administrator
Town of Northwood
818 First NH Turnpike
Northwood, NH 03261

Dear Kathryn Lafond,

The purpose of this letter is to inform you of the residential customer notification that is being provided to all subscribers in your community, outlining some enhancement, additions and changes that have taken place over the last year. Included were our investments in infrastructure and network, new whole-home connectivity products and new channel additions. Also included in the notification is a copy of the new price changes for some of our products and services within your community, which include:

Monthly Fee	**Current Price**	**New Price**
High Speed Network Recovery Fee	$5.25	$9.14
Local TV Surcharge	$13.50	$19.23
Variety+ Video Tier	$59.99	$64.99
Value / Expanded Video Tier	$60.00	$65.00

These adjustments will be going into effect starting September 1, 2021.

We are proud to serve as a leading telecommunications provider within your area and will strive to continue to provide the very best technology and telecommunication products for the future.

Please contact me if you have any questions.

Sincerely,

Nadine Heinen

Nadine Heinen
Regional Director of Operations - Northeast
Enclosures

Important Price Information for Atlantic Broadband Customers

We're writing to let you know about **price changes** to the following Atlantic Broadband services starting next month.

What's increasing and why:

- A **High-Speed Network Recovery Fee** increase of $3.89. This supports critical maintenance activities and updates to our network infrastructure to deliver vital connectivity for homes and businesses.
- A **Local TV surcharge increase of $5.73**. The cost broadcasters charge to deliver your favorite local channels and shows significantly increases every year. We negotiate and fight hard to keep your favorite channels on our lineup while ensuring that our TV service remains a strong value.
- A **TV service tier increase of up to $5**. Cable networks charge more each year for your favorite shows and programming. This increase allows us to continue to provide a comprehensive channel lineup that appeals to a wide variety of tastes and interests.

We're investing in enhancements to your Atlantic Broadband service to make it even better.

Here's a look at some recent improvements we've made:

- Invested in our **infrastructure and network** to provide fast, dependable internet that is perfect for working from home, distance learning, gaming and more.
- Launched **WiFi Your Way™**, which blankets your home with fast, reliable, and secure internet — all controlled from an
- easy-to-use app.
- Introduced **Straight Up Pricing™** to give you more choices and simple, easy-to-understand pricing while getting rid of "one-size-fits-all" bundles and surprise charges.
- Launched **new TV channels** to bring your neighborhood the best programming and added a number of ways to access your favorite content
- We want your experience with Atlantic Broadband to be the best it can be, so we've invested in digital self help tools, text-based appointment scheduling, our professional care team and more.

Thank you for being a loyal Atlantic Broadband customer. We remain focused on helping you reliably connect to what matters most to you, and we can't wait for you to see what else we have in the works.

Disclaimer: Services subject to availability. Channel and video programming varies by region and is subject to change with notice. WiFi Your Way, Straight Up, Atlantic Broadband, and the Atlantic Broadband logo are registered trademarks of Atlantic Broadband Finance, LLC.

SA6LFQWK

FYI

NE-19

ATLANTIC broadband

2 Batterymarch Park, Suite 205
Quincy, MA 02169

atlanticbb.com
617.786.8800

July 8, 2021

Kathryn Lafond
Town Administrator
Town of Northwood
818 First NH Turnpike
Northwood, NH 03261

Atlantic Broadband has a few updates regarding programming changes that will be taking effect over the next 60 days. Please see below for detailed information.

Effective 7/01/21, Atlantic Broadband will no longer carry the following HD Ultra Channels MTV Live, MGM and charges for HD Ultra will be removed. MGM will be permanently removed and we are moving MTV Live to our Epix premium Add-On package. Affected Markets within Northeast: Rochester, Belmont, NH; Sanford, ME.

Effective 7/13/21, install fees will change to a $79 flat fee regardless of how many lines of business are added, replacing the current Atlantic Broadband install fee rate of $50 per line of service. This fee will be assessed to customers who are eligible for Self-Install but opt for Professional Install.

Effective 7/13/21, customers in New Hampshire will now receive a ONE time late fee in the amount of $10, for any month they are delinquent.

Effective 7/31/21, Atlantic Broadband will no longer carry Fusion. This will affect all video customers who subscribe to Family+ or MoreTV video tiers.

Effective 8/01/21, the NFL RedZone, will no longer be available in the Sports & Entertainment Tier. NFL RedZone can be purchased a la carte for $50 for the entire season.

Effective 4/01/21, Atlantic Broadband will no longer carry Reelz or Fuse Channels on MoreTV or Family+ TV tiers in the following markets: Belmont, Grafton County, Rochester, NH; Sanford, Wolfeboro, Grafton County, ME.

Communications will or have already been made to all customers on their upcoming bill statement, at least 30 days prior to the changes taking effect.

We are proud to serve as a leading telecommunications provider within your area and will strive to continue to provide the very best technology and telecommunication products for the future.

Please contact me should you have any questions. Thank you.

Sincerely,

Nadine Heinen

Nadine Heinen
Regional Director of Northeast Operations

FYI

Richie McFarland Children's Center
Early Supports. Community Connections. Family Strength.

July 27, 2021

Town of Northwood
Attn: Joseph Gunter, Town Administrator
818 First New Hampshire Turnpike
Northwood, NH 03261

Dear Joseph,

On behalf of the board and staff of the Richie McFarland Children's Center, as well as the children and families receiving support, we thank the residents and town leaders of Northwood for approving the allocation of $2,100.00 in support of our mission.

We have received payment of $2,100.00 on 6/25/2021, check number 122932. We are grateful for this affirmation of our critical work in promoting each child's unique potential and right to live his or her very best life.

Sincerely,

Peggy Small-Porter

Peggy Small-Porter
Executive Director

11 Sandy Point Road ✲ Stratham, NH 03885-2121 ✲ Tel 603.778.8193 ✲ Fax 603.778.0388
www.richiemcfarland.org