



**TOWN OF NORTHWOOD
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
November 29, 2022**

ROLL CALL: Vice-Chairman Tim Colby, Select Board Member Jim Guzofski, and Select Board Member Pamela Sanderson. Select Board Member Beth Boudreau joined the meeting at 6:12.

STAFF PRESENT: Town Administrator Walter Johnson

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

Citizen's Forum:

Doug Sargent, 100 Broad Cove Road asked:

1. Why doesn't the police department have a light on their flag? They fly it 24 x 7 with no light on it.
2. Since you increased the taxes on everyone that lives on the lake, can you now patch the potholes on Gulf Road?
3. The tax payment drop box used to be on a metal post securely in the ground, now it is on a wooden post in the ground and not very secure. The lock should be replaced on the old metal drop box.

Minutes of October 18 and November 15, 2022:

Motion: "To accept the minutes of October 18, 2022 as written."

Motion: P. Sanderson

Second: J. Guzofski

Motion carried by vote of 3/0.

Motion: "To accept the minutes of November 15, 2022 as written."

Motion: P. Sanderson

Second: J. Guzofski

Motion carried by vote of 3/0.

Consent Agenda:

Accounts Payable Manifest dated 11-23-22, Batch # 83 for \$624,278.54. This manifest includes payments to Avitar Assoc of New England for our software for building permits, tax processing, and assessing for \$9,113; Gulf Village District \$12,036 for their tax appropriation; Hodgkins Painting & Maintenance for the

43 mowing contract for \$2,785.68; the IRS for \$11,059.96 for taxes for employees; Northwood Cove Village
44 district for their tax appropriation for \$10,859; Northwood SAU for \$500,000 for local schools; Strafford
45 Regional Planning Commission for \$2,675 for the monthly services of the planner; Tom Morgan, the
46 consultant to the planning board for the master plan update for \$3,081.25; and to Waste Management
47 for \$3,407 for trash disposal.

48 Payroll Manifest dated 11-30-22, Batch #113022 for \$47,995.05.

49 Abatements:

50 Nicol Family Trust

51 Other:

52 Intent to Cut 22-349-04-T, Map 235, Lot 3 – Jean Tatem/Jeffrey Eames

53 Intent to Cut 22-349-05-T, Map 119, Lot 8 – Donald Watts/Bill Perron

54

55 The Nicol Family Trust abatement was not in the Selectmen’s packet. TA Johnson explained that it was
56 an administrative abatement to correct a clerical error made in the updating process prior to the bills
57 being sent out.

58 **Motion: “To approve the consent agenda as read.”**

59 **Motion: P. Sanderson**

60 **Second: J. Guzofski**

61 **Motion carried by vote of 3/0.**

62

63 **TA Report:**

64 Staffing: The police still have 3 full-time positions open with 2 in patrol and 1 SRO. There is a new full-
65 time fire department opening with the resignation of Addie Challinor. She is leaving for a position in a
66 neighboring town. The new full-time firefighter started field training this week and there is one new part-
67 time firefighter as well.

68 Facilities/PW Projects: Projects are getting wrapped up. DPW will work tomorrow on trenching the
69 electric for the conduit at the recreation fields for the electricity to the well. They had to wait until
70 Eversource could supervise the work. Then they will trench for the new message sign at the town hall
71 and then to the transfer station for the electrical for the new compactor. We have received quotes for
72 the siding repairs at the town hall and the info will be put together and awarded to the lowest bidder so
73 that the work can start asap.

74 Selectboard Member B. Boudreau arrived at the meeting.

75 Message Sign: Still waiting on a mid-December arrival for the message sign.

76 FY23 Budget Prep: This Saturday is the Budget Committee meeting to review the town budget.

77 Transfer Station Inspections: The DES is making weekly visits to the transfer station. There is still no full
78 report. They will be back on Thursday for another meeting. We received a letter from DES regarding the
79 lagoons. They are requesting additional information about the history of maintenance of the lagoons.
80 We have recently done sampling of ground water wells around the lagoon. The results came back well
81 within allowable limits, so there is no groundwater contamination.

82 Surplus Equipment Auction: The Board had re-listed the 2006 6-wheel dump truck on Municibid and they
83 accepted a bid that was under the minimum amount. Between the time the auction closed and the Board
84 decided to accept the under-minimum bid, we had received more bids outside the Municibid system, one
85 of which was over the minimum. Since the Municibid winner was not notified yet, TA Johnson
86 recommends the Board accept the \$6,000 private bid received.

87 **Motion: “To accept the bid on the 2006 6-wheel dump truck for \$6,000.”**

88 **Motion: P. Sanderson**

89 **Second: B. Boudreau**

90 **Motion carried by vote of 4/0.**

91 Tax Deed Repurchase: The property located at 213 Ridge Road (Map 219, Lot 35) has been repurchased
92 by the owners with full payment of back taxes, interest, and penalties. The deed is in the sign folder.

93 **Motion: “To deed the tax deeded property located at 213 Ridge Road to the former owner in
94 consideration of full payment of all property taxes, interest and fees due as of the date of deeding.”**

95 **Motion: P. Sanderson**

96 **Second: B. Boudreau**

97 **Motion carried by vote of 4/0.**

98 Second Issue Tax Bills: Bills were mailed out on Tuesday, November 22 and will be due by December 27.

99 Annual Inclement Weather and Maintenance Policy Update: The updated policy is in the packet for review
100 and concurrence for the 2022 -2023 winter season. The only changes in the policy were references to
101 titles of positions, no substantive changes.

102 **Motion: “To amend the policy as written.”**

103 **Motion: J. Guzofski**

104 **Second: B. Boudreau**

105 **Motion carried by vote of 4/0.**

106 FY22 Budget Update: TA Johnson said we are keeping a close eye on the bottom line. Some departments
107 are overspent in some line items, but employee vacancies have carried us through another year in
108 comparison to what was in the default budget.

109 Meeting Dates: Wednesday, January 11 is the town budget hearing. The school’s is on the 12th. The
110 Deliberative Session will be on February 4 at the school starting at 9:00 a.m. If any more meetings are
111 needed for the town budget preparation, it will be held on December 5. The next regular Board of
112 Selectmen meetings will be on December 13 and 27.

113

114 **Review of Budget Committee Packet:**

115 TA Johnson explained there was an error made in the final calculation in the budget at the last Selectmen’s
116 meeting. The increase in the NHMA dues was not included in the new total. The total announced at the
117 last meeting was \$4,015,369, but the actual total bottom line number was \$4,015,846.

118 **Motion: “To send the budget of \$4,015,846 to the Budget Committee.”**

119 **Motion: P. Sanderson**

120 **Second: J. Guzofski**

121 **Motion carried by vote of 4/0.**

122 There was discussion around having the vote tally on the warrant articles before it goes to the Budget
123 Committee. TA Johnson said votes need to wait until the public hearing and comments from the public
124 can be heard. Then the Board of Selectmen and the Budget Committee can vote to recommend or not.
125 He said the only time the vote tally is required is on the final warrant, after the public hearing. Some
126 budget committee members may not be happy with this as it has been past practice to have the Board’s
127 recommendations listed when the warrant articles go to the budget committee. P. Sanderson, J. Guzofski,
128 and T. Colby felt the Boards need to wait until after the public hearing before voting on a
129 recommendation. B. Boudreau feels it should be voted on now.

130 **Motion: “To send articles 11 through 36 to the Budget Committee.”**

131 **Motion: J. Guzofski**

132 **Second: P. Sanderson**

133 B. Boudreau stated that the Budget Committee is going to want to know the Board of Selectmen’s vote.
134 TA Johnson said the public input at the public hearing is on the budget from the Budget Committee, not
135 on the Selectmen’s budget. The Board of Selectmen will need to vote on recommending or not the
136 amount the Budget Committee comes up with.

137 **Motion carried by vote of 3/0/1 with B. Boudreau abstaining.**

138

139 **New Business:**

140 TA Johnson will check out the situation with the tax payment drop box. The question of the lighting of
141 the flag at the police station will be forwarded to the Police Commission. PW Foreman Brown will be
142 asked about the potholes.

143

144 **Aged Ambulance Charges:**

145 The town has a list of uncollected ambulance charges since 2016 that have gone through the due process
146 with Comstar, then through a collection agency, and now they are no longer pursuing them. The total is
147 around \$190,000 and are on our financials as uncollectable. TA Johnson asked the Board to decide on
148 how far back they want to go to write off the charges or if they want to do any internal pursuit through
149 notifications, property tax liens, or small claims court. He feels most of them are probably uncollectable
150 due to deaths. The consensus of the Board is to get a list with amounts for the next meeting to decide
151 how to handle them. It was added that there is a hardship process in place for anyone that cannot pay
152 an ambulance bill.

153

154 **Non-monetary Warrant Articles:**

155 TA Johnson asked if any of the Board members had any other non-monetary articles for the warrant.

156

157 **Property Tax Exemption Income and Asset Limits Increase:**

158 TA Johnson suggested the Board look at limits for income and assets for elderly exemptions. The town
159 recently changed the amounts for the elderly exemptions themselves, but the income and asset levels
160 were not adjusted. Someone solely relying on social security could easily be over the income level and
161 not qualify for the exemption. Any changes would require a warrant article. The Board discussed other
162 towns limits. TA Johnson will put together some numbers from surrounding towns and recommendations
163 for changes for the next meeting.

164

165 **Board Task Manager:**

166 No changes from last month.

167

168 **Board Committee Reports:**

169 T. Colby said he has received the rest of the pictures for the meeting room walls. The Board discussed
170 how to hang them on the tin walls.

171

172 B. Boudreau asked about cancelling the second recreation cell phone. TA Johnson will talk to Chief
173 Tetreault to cancel it.

174

175 **7:04 Motion to adjourn the meeting.**

176 **Motion: J. Guzofski**

177 **Second: P. Sanderson**

178 **Motion carried by vote of 4/0.**

179

180 Minutes respectfully submitted by

181 Cheryl Eastman

182