



**TOWN OF NORTHWOOD
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
September 28, 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, Land Use Assistant Susan Austin

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

Minutes

Select Board Member Guzofski stated that he wanted to clarify that his opposition to the appointment of Jared Shaheen was not against Jared, rather against the State appointing someone and possibly overriding any decisions that the town might make in terms of health.

Motion: "To approve the minutes of September 14, 2021, as written."

Motion: M. Frye

Second: T. Colby

Motion carried by roll call vote 4/0

CONSENT AGENDA

Northwood NH Consent Agenda for September 28, 2021

Payroll Manifest dated September 22, 2021:

Batch # 17903 for \$77,218.37

Accounts Payable Manifest dated September 27, 2021:

Batch # 17919 for \$100,037.72

Motion: "To approve the consent agenda dated September 28, 2021 as amended"

Motion: M. Frye

Second: J. Guzofski

Motion carried by roll call vote 4/0

DRAFT

Chief Tetreault: Updated information regarding new defibrillators

Mr. Johnson stated that the Chief had given him some more information right before the meeting regarding one of the other options for the defibrillator other than the one that the board had already received. Chief Tetreault stated that he apologized for the late information. Selectman Kreider stated that the board wanted to get a better understanding of the situation with the current defibrillators, and try to get some sense from the board as to how they might want to handle this. As they are aware, they have some funds from the federal government that might be applied to this. They would like to know what the level of urgency is. Chief Tetreault stated that about 6 months ago they were notified that Stryker, the company that makes the current defibrillators will no longer be supporting the current defibrillators. Stryker has heard the complaints from a number of communities and backpedaled a bit and stated that if one of the defibrillators fail, they will make every attempt to provide a loaner until such time as it can be replaced. Another company, Zoll is rolling out a brand-new defibrillator in a year and a half, the Life Pack 15 Version 4, which is the latest. Chief stated that they have some issue with the defibrillator on Ambulance 1 where the screen would not come on. Even though it was still functional, they couldn't see the screen. They sent it out to Physio Control, and they tried to diagnose the problem, but they could not recreate the problem, so they sent it back to them. They have a loaner in place right now, and he would like to keep the loaner as long as they will let them, and put it back on Ambulance two, with the loaner in the background in case it does fail. Initially he felt it was a pretty critical thing to move forward on, but because they have offered to provide loaners, he feels that they have a bit of breathing room. He still feels that they should look into replacing them at least in the next budget cycle, if not sooner. If there is some alternate funding available that would be great also. The other company that makes defibrillators is a company called Zoll. They are a local company out of Massachusetts. The defibrillator that they offer will not have a new platform for several years. The Board agreed to continue the discussion of replacing the two units during the budget process.

TA Reports/Items for Board action

Staffing update:

Mr. Jonson stated that Paul Allard has left. They have decided to keep the position vacant for now. They have moved Carol Manter to full time, and she will take on the majority of Paul's duties. They are going to look into hiring an outside contractor to do the Select Board minutes.

Building repairs:

Mr. Johnson stated that work has begun on repairs to the community center. Chris Brown is looking for painting quotes, which more than likely will be for the spring.

Website

Mr. Johnson stated that the site is up and running. Other than some minor tweaks and glitches in the beginning, it's been well received. He stated that he is grateful to Carol for the time she has put in, along with the department heads.

Water Damage at the Town Hall:

Mr. Johnson stated that all the damaged walls and floor have been restored, but there is still some work that needs to be done, as well as some preventative measures.

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Lighting upgrade program:

Mr. Johnson stated that he spoke with them yesterday and they were hoping to have a meeting with Eversource. There is a subcontractor that does this upgrade project, and they were hoping to meet with Eversource today to get some type of determination about which buildings will fall under the upgrade.

Roadside mowing:

Mr. Johnson stated that it has been completed for this year. The company did a great job, and they haven't had any complaints. They have a two-year agreement with the company, so they will be back next year.

Road paving schedule.

Mr. Johnson stated that it's been a struggle getting paving companies in. Initially they had a contact deadline date of October 1, and to be substantially complete by the end of October. They proposed to start the third week of October but were told that was unacceptable. They came back and said that they would start earlier. They are planning on starting the grinding on October 6, and paving on the 11, 12 and 13.

Fire Department Chaplain

Motion: To appoint Jim Guzofski as the Fire Department Chaplain.

Motion: M. Frye

Second: T. Colby

Motion carried by roll call vote 4/0.

Upcoming Meetings Schedule

Mr. Johnson mentioned that the next upcoming meetings will be held on October 12, 2021, October 19, 2021, which will be the meeting where they will start meeting with department heads about their budget requests, and October 26, 2021.

Selectman Kreider stated that the CIP public hearing has been moved to the October 7 at 6:30 PM and will be presented to the Select Board on October 12th.

Selectman Frye stated that by RSA need to have a physical quorum present, but he would like to discuss the possibility of allowing the department heads to zoom in, that way they can share documents. It's certainly more convenient. Selectman Colby stated that he went to the ZBA meeting and one of the members attended via Zoom, which the ZBA had to approve before the meeting. It seemed to work fairly well.

Selectman Frye stated that he would be happy to bring in a camera/microphone/speaker device called the Owl, which is made for teleconferencing. It gives the members a 360-degree view of the room, and focuses on the person speaking. Mr. Johnson stated that he didn't see why they couldn't give the department heads the option to attend in person or via Zoom.

Old business:

Town owned properties:

Mr. Johnson stated that they are working with the auctioneer to get all of the information put together. The signs went up over the weekend and the website is live. The auction is on October 16, at 11:00 AM at the Elementary School. Registration starts at 10:00 AM.

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Town facilities use policy:

Mr. Johnson stated that there no real comprehensive policy that he was able to locate that encompasses all town property under the control of the Board of Selectmen. He felt it is important to have a comprehensive policy for all of the town properties, as well as a central control point for managing those properties in conjunction with department heads, committees, etc., so that there is one consistent policy and process by which the property is utilized by people inside and outside of local government. Discussion ensued about the draft policy that Mr. Johnson presented, and it was agreed by consensus to include adopting the policy on the agenda of the next Board meeting on 10/12.

Tax collector pending tax deeds:

Discussion on some specific properties considered for tax agreements was moved to non-public session and the remaining properties were addressed as follows:

Motion: To tax deed the following lots subject to environmental assessment: 206/53, 205/23, 205/17, 232/11

Motion: M. Frye

Second: T. Colby

Motion carried by roll call vote 4/0

Motion: To waive tax deeding on the following lots due to already having an existing payment agreement: 221/56 and 236/1

Motion: M. Frye

Second: J. Guzofski

Motion carried by roll call vote 4/0.

Task Manager

Mr. Johnson stated that he wanted to mention, regarding the Road Surface Management Program, they have met with the team that is preparing the report once, and they are meeting again later this week. The process is going well and he feels like they are on track for meeting the end of October deadline for a preliminary plan.

Selectman Frye stated that he would like to add the public hearing for the ARPA funds to the Task Manager. Mr. Johnson suggested getting the initial budget information for capital items in terms of warrants and such, and then see the what the public has to say about everything.

NON-PUBLIC SESSION

Motion: To enter non-public at 7:57 PM under RSA 91-A:3, II (c)

Motion: M. Frye

Second: J. Guzofski

Motion carried by roll call vote 4/0

The Select Board Members entered non-public at 7:58 PM.

Public Session Reconvened at 8:18 PM

Chairman Kreider announced during the non-public session the Board discussed the following:

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Motion: to approve a tax deed waiver on Map 222 Lot 33, to allow negotiations for a tax repayment agreement based on the property owner's request.

Motion: T. Colby

Second: M. Frye

Motion carried by roll call vote 4/0.

Motion: to approve a tax waiver on Map 231 Lots 29 & 30, to allow negotiations for a tax repayment agreement based on the property owner's request.

Motion: J. Guzofski

Second: M. Frye

Motion carried by roll call vote 4/0.

Motion: "To adjourn at 8:20 PM"

Motion: M. Frye

Second: T. Colby

Motion carried by Roll Call Vote 4/0

Respectfully Submitted

Susan Austin, Land Use Assistant