



Northwood Board of Selectmen Minutes of July 25, 2017

Chairman Wolf called the meeting to order at 6:00P.M.

Roll Call: Chairman Rick Wolf, Selectman Donald Hodgdon, Selectman Scott Bryer and Town Administrator Joseph Gunter

Chairman Wolf led the Pledge of Allegiance.

Chairman Wolf indicated that they would start with public hearing.

Public Hearing

Dave Ruth, Jeff Boudreau and Amy Hanigan were present. Mr. Ruth noted that they were members of the Recreation Commission. We are here today as free citizens to talk to the Board briefly. We are in the process of forming a non-profit group called the Friends of Northwood Recreation, if that name hasn't already been taken already. Our sole purpose will be to raise money to build a playground in Northwood separate from the school. We are here tonight to just inform the selectmen. The one thing we will probably be coming before you in the future for is concerning a *spot* of land at the Northwood Ballfield. Right now, we have young kids up there and if you want to take the kids somewhere at the playground, there is nothing in Northwood. So that is our goal – to start raising money for equipment to donate to the town. We would probably like to get on your agenda by September at which time we will have a more positive place at the ballfield. We will also probably be working with you either with a warrant article or to come up with a grant to help us buy equipment. That is the main goal.

Dave Ruth also noted that the second thing they were here for tonight as Recreation Commission is regarding different ideas on different things as to where the selectman is going to put up a pavilion. I was on the Recreation Committee also the Facilities Committee where it was discussed regarding different places, and we came up with having it in a grove of trees where we have had the Halloween spooky walk. The idea being it has a nice grove of trees; it would be a good spot because we are near the two ballfields and the soccer field. You have six months of use and at times there are over a hundred people there. That is why we think the pavilion would be best there. Where we heard that you were going to put it was down the back where there is a locked gate and no access to a pavilion. We have been looking at those fields and I have been involved in recreation and building fields for twenty some years. Those fields are probably two to five years away unless we come up with a whole bunch of money. Again, that is my opinion. So, I think it would be better served to have the pavilion down where the fields are being used right now.

Chair Wolf: I have been down by those fields and I see those little trees, which I call poison sumac and you have to cut those down to keep them out. They start eating the grass up and what little grass there is there now is really "touching." This involves a ton of work; the grass has to



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be mowed and picked up. That grass is not going to be ready for baseball field next year. That would all have to be weeded too. Chair Wolf: The baselines if you let them grow in it is going to be a nightmare. We knew that when we started. Who is going to do it I do not know? Dave Ruth: We only have 4,000 people in town and 500 of them are children and 300 of them are twelve and under. Chair Wolf: The problem is that we have an abutter there. We've had problems in the past when we go to ballgames and they do not want it abutting their property. Selectman Hodgdon: We actually looked at the spot and if we trimmed a couple trees where the little reservoir is by the soccer fields and by the pavilion, you are actually able to see all the fields from the pavilion not just the soccer.

Jim Vaillancourt: I was here about a month ago when Board had a public session and all three of you noted in various ways that we were going to have a hard time with the budget this year. So, I went home and pulled out April 2016 and April 2017 and compared the two – they are right “smack on.” There is more money encumbered in the transfer station this year than last year but we budgeted a lot more this year than last year. There is more money encumbered for assessment this year than last year. There is about \$70,000 left in the snow plowing. I do not see that as an issue in December. So, I am wondering if you could elaborate or explain why we are going to have trouble. One more point, I called Sandy the next day and Sandy pulled up the figures from April to May and it is still right “smack on” where it should be. I don't understand this and I am wondering if you see something on the horizon that we do not and if you could elaborate on that. Chair Wolf: I would just like to say that I do not remember making a statement as far as the budget. I am not a real numbers person and normally I try to stay out of that type of thing because of lack of experience which I will admit, if I said something to the effect of running short. Selectman Bryer: I might have said something about if were we going to do something about the... Mr. Vaillancourt: I believe you were talking about the jaws of life and putting that in as a warrant article or putting it in a separate article. Chairman Wolf: We were talking about something else. Selectman Bryer: I do not believe that we said that we do not have enough money to finish the year. I think we were talking about something else and noted that it was going to be more than what we said. We might have noted that the budget was going to be tight. Mr. Vaillancourt: I believe it was Selectman Bryer that said it. You asked what the extra cost was going to be. Selectman Bryer: Actually, we were talking about another bid, but we are completely on budget. Mr. Vaillancourt: Maybe it was just misworded and misunderstood. Chair Wolf: Thank you for your comments.

Tim Colby: I believe you were talking about the gazebo. I just went down to the Town of Lee this past weekend with my son. They have a beautiful gazebo, about 30 x 40 on 155 where the playground is. I do not know how much money it cost but it might be worth looking into.

Public Hearing

None



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Appointments

Brian Stone: I wanted to come here today and start a dialogue with the board. I am on the County Government Committee so I would really like to plan legislation that would make the administration of the town go smoother. I have written some notes as to what is going on at the State House in general for the past year concerning Northwood and I would just like to go through them. The State provided an additional \$5 million in meals and other distributions and for Northwood specifically that would be an increase from \$421K to around \$438K which would be a little bit of an increase today. The Governor just signed SB 38 today and that provides quite a bit of local infrastructure aid for Northwood. There already is about \$100K and there is an additional \$87K. Scott Bryer: So we are going to get \$187K from the Block Grant? Brian Stone: Right. Scott Bryer: When are those funds going to become available? Brian Stone: I am not sure. Scott Bryer: Appropriated this year? Brian Stone: I am not sure. Scott Bryer: Could you find out precisely when? Brian Stone: Our budget also funds advocacy aide for special education aide. I am in favor of the kindergarten bill which is trying to save the town some money. This kindergarten thing is happening no matter what.

I was on the committee for HB 316 which provides property tax exemptions for commercial and industrial construction. I believe that is anywhere from one to ten years, so if you want to encourage anyone to build property here as a business you can set a contract for however long you want to exempt that construction from taxation. That does not include the actual property tax. That's all I have; I just wanted to make myself available whenever to you gentlemen or anyone else in town. So, if you have anything on your minds, let me know. Scott Bryer: I was asking about these things because Jim Hadley sent the board of selectman a letter – did you get a copy of that? Brian Stone: Yes, I have it right here. Scott Bryer: I just wanted to bring that to your attention because there are some comments and suggestions in there. Message received. Chair Wolf: Any further questions? (None.) Thank you for coming in.

Recycling Committee

James Vaillancourt: The Recycling Commission has sent ahead of time a proposal for two items. The first is to purchase a new building and replace the battery and to provide a cupboard space to move appliances out of the weather. The second is a change in the plastic recycling policy. We believe that the transfer station footprint is too large for the current staffing levels and that things need to be shrunk in. We believe that the burn pit is the “canary in the coalmine” and there was pressured treated lumber and leaves there which do not belong in the burn pit. Occasionally processed lumber shows up in the burn pit which is understandable, but two weeks ago there were six cardboard beer containers, a broken bedroom chest of drawers, processed lumber and leaves. The swap shop is overrun with electronics and garbage, there were refrigerators, and tires though most of the time they were out in the weather. They were there out in the weather on Sunday.



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We are recommending in Phase One of shrinking the footprint of a \$5,000 building to \$4,500 which would be a roofed building at a cost of \$500 to roof it and \$500 to pad it up. This would be the temporary daily housing of non-ferrous metals. Long term housing of storage and daily housing of non-ferrous metals is down in the building and we believe it should remain that way. The lightbulbs will be removed out of the truck body and into this new building. The batteries will be removed out of the old building which is where we are proposing to put the new building and gotten rid of and then the refrigerators would be placed in the back of this building.

Selectman Hodgdon: If you get the building that you want, how are you going to get those refrigerators out with an eight-foot door? You can't get a machine in there for one and for two, how much do we make on the ferrous metals – I haven't seen any figures and we have been doing it for a year, and three, this is not a need but a want. How many batteries do we do a year 50-100? Everybody stores their refrigerators outside so it's not like we are doing anything that everybody else is doing. That's my thoughts on the process. I think we need a new building for the batteries. I think a 20 x 20 building with a garage door is a little excessive especially when taxpayers paid money for a building that we are not using for that purpose.

Selectman Hodgdon: Are you proposing Appendix C for \$4,300? Mr. Vaillancourt: Appendix A is the four-sided metal structure that we are recommending. Appendix B is the Tension fabric which is an alternative which we also wanted to present to you. We are concerned with the tension fabric building though they work really well for someone at their private residences if they are the only one using it, but this is going to be a public building where a lot of people are going in and out with a lot more traffic.

Selectman Hodgdon: What I find is that it comes down to maintenance and paying attention to your job. It is the same thing with this stretched out fabric. I have been approached several times since I've been there. This place never looked like this when we were there. I have heard it numerous times from numerous people. This isn't just a one-time thing. You even said it yourself. You came to us a month ago wanting us to build a whole big recycling committee and stretch it out even more. You wanted us to build this huge building and staff it fully, and now it is too big you want to shrink it. It is one or the other. It has gone in two different directions.

Mr. Vaillancourt: We are an advisory committee for the board of selectman. Selectman Hodgdon: I understand that. Mr. Vaillancourt: We came to the board of selectman a number of months ago. Selectman Hodgdon: The fact that an employee didn't come to us with this concern tells me that it is something that you want not the employee wants. It is something you want for



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your purposes but not for the betterment of the employee, that is what I get. Emily Goldstein: I think what we were trying to help with is that a lot of things get misplaced in different places so if you are moving a building like this to where it is in sight of the folks at the station, it will give us more control of what goes in and what doesn't. Mr. Vaillancourt: I took pictures when I was in there on Saturday afternoon at the compactor which was full of just everything. I would have loved to have shown you those pictures just to show you where I am coming from.

Mr. Vaillancourt: We have come tonight with two proposals. A proposal for a building for batteries and fluorescent bulbs and to keep the refrigerators out. That is our topic. We are an advisory committee to the board of selectman. We are just advising the board of selectman of things to be done. There are practices that we have looked at, as well as regulations. We have looked at the way that the transfer station is currently run and we were told six months ago that a large building staffed to do recycling the way the way other towns in New Hampshire do it is within the realm of possibility for Northwood and that we were to move on. So, we moved on to find other solutions for problems we have seen at the transfer station. We are advising the board of selectman tonight; so, we combined several issues which are on the very edges of a large footprint to bring them in closer. Selectman Hodgdon: That building is in your mind and you are hoping to use that in the future for future recycling. That is your whole priority for getting that building. Mr. Vaillancourt: No, it is not for that. I find that hard to believe that, Jim.

Selectman Hodgdon: So, for this particular one, you are recommending that we purchase this small metal building 20 x 20. Would this be put on crushed stone and would you also put pallets in there to set the batteries on? What about the refrigerators – how are you going to get them out. It is an eight-foot door. You can't get a piece of machinery in there. It is a twelve-foot building with an eight-foot door which obviously does not go to the top. How are you going to get a piece of big machinery in there? It is useless for the backhoe go get in there. If it is a twelve-foot building then the door has got to be eight feet. Selectman Bryer: How wide is it? Selectman Hodgdon: It doesn't matter how wide it is if it is eight-foot-tall, you cannot get the backhoe in there if it is not tall enough. It can be twenty feet wide and only eight-foot-tall, you cannot get the backhoe in there. Selectman Bryer: Can't you get those things out with a dolly? Selectman Hodgdon: The whole purpose was to use the machinery. I was just wondering if you need the backhoe to get refrigerators in and out of there. Emily Goldstein: The purpose of the building is not to get the machinery out of the weather. The purpose of the building is to get the appliances out of the weather. Selectman Hodgdon: So, actually it is going to take more work to handle them and use that building because you are going to have to move them all the way to the back, move then move them all the way to the front, and then take them out, while now you can just set them there and use the backhoe to grab them and get rid of it. That is how it is done. They do not touch them with the dolly. So, you are creating more work for the employee by putting them in a building that you cannot use machinery to get them out of. Mr. Vaillancourt: We are advising the board of selectman to have the electronics and refrigerators out of the



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weather. Emily Goldstein: In a condensed manner. Selectman Hodgdon: What is your reasoning for that besides getting them out of the weather. Mr. Vaillancourt: That is our reasoning. Selectman Hodgdon: That is the only reason? Mr. Vaillancourt: Yes, and the leaching of metals into the environment. That is our first recommendation. I am not looking for an answer. Are there any other questions? Selectman Bryer: I imagine you would only be putting things in there until you are ready to get rid of them. Items would be put in a truck which you could back up to the building. The main purpose would be environmental? Selectman Hodgdon: Every other transfer station stores their stuff outside, so we are not doing anything more than what everybody else does. Emily Goldstein: If the FDA did some testing, then I think the Recycling Committee would like to see a report on that so that we can make any recommendations pertaining to the testing results. Selectman Hodgdon: They were here and it was discussed; it is in the minutes. The NRA were here and they were talking about the footprint – they were in here for some reason. Emily Goldstein: All I am asking is that if there was testing, the Recycling Committee would like to be in receipt of those results so that we can make recommendations based on the testing. Selectman Hodgdon: You would have to ask them. I know that they tested cause obviously they have been there. Chair Wolf: I do not know so I can't comment on that. Selectman Hodgdon: I am familiar with the recycling organization that is in Epsom and I wasn't aware that DES came in. Selectman Bryer: I just know that they tested the soil and there is nothing wrong. Selectman Hodgdon: I know they came in and looked at the leach field for septic. Selectman Bryer: Maybe that was what they were talking about then but I am sure if they came in and saw a bunch of refrigerators out in the rain, they would note this.

Chair Wolf: Thank you for providing us with this, we will review it. Jim Vaillancourt: The other recommendation is to change the policy for recycling plastics by keeping the caps on. We have a sign now to keep the caps off. When plastics are recycled today, they first must be separated by number and from other things; however, the processing plant is doing it. In the process, the small caps fall through the very first filtering system and end up in the landfill when they are not attached to the bottle. So, if we leave the caps on, the caps will make it all the way to the end, get in the plastic pile and melted. When they are melted, the caps and the bottles are two different plastics and they separate at 180 degrees into two layers and they siphon off the top part, bottom part and separate them. Selectman Bryer: I would love keeping the caps off because I hate taking the caps off. Mr. Vaillancourt: The second reason that we would like to leave the caps on is that the bottling industry is working on its own label and there is a picture of it at the end of the proposal. They are working on this to have labels on all plastic bottles which basically says to keep the caps on. We would like to get ahead of this curve and are recommending it so that we do not have a sign at the transfer station that says take your caps off when the bottle itself has a label on it that says keep the caps on. We would like to get ahead of that. Selectman Hodgdon: Did we take the caps off so that we could compact them more and more could fit in the bin? Selectman Hodgdon: What you are suggesting is compact them first and then put the cap back on and then throw them away. Mr. Vaillancourt: There are a couple



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of ways that we could teach people to process the bottles. The absolute best way is to put the cap back on and cut the hole in the bottle. The next would be to squish the bottle, put the cap back on and throw it in. Those would be the two ways. The other thing is that when we talked years ago about leaving the caps off, we had an old, weak hydraulic pump, that has all been redone. Selectman Hodgdon: That's not true because we did not start recycling plastics till like three or four years ago and the machines are six years old. We had the new machines when we first started. Mr. Vaillancourt: So there is a difference of opinion. Selectman Hodgdon: It says it right on the sign, Jim. Mr. Vaillancourt: We believe that the compactor can handle that now. That is our recommendation. We want to get ahead of the curve. You can ignore this and carry on just as it is now and wait for the labels to be placed on the bottle and then deal with the public. Selectman Hodgdon: Just because the labels are on the bottles, it doesn't mean that the public is going to listen to them. The labels say recycle and people still throw them in the trash. I am just saying just because it is a label, it doesn't mean it is going to be a public uproar.

Mr. Vaillancourt: Those are two recommendations. We will have a table at the Bean Hole Bash with Ray Dubie and the manager of Coca-Cola. He is going to bring his "Show'n'Tell". We are leaving you here tonight and working on our "Show'n'Tell". We have a game for kids to play about how to recycle and where you put it. We've taken pictures of all the different areas of the transfer station and we are going to have things for them to put in the right bin. We will be talking about that, and about car seats that are over six years old which should not be in the swap shop. Car seats that have been in accidents are hazardous and should not be there. This is the kind of information that we are going to be passing out and talking about all day Saturday.

Recycling Committee was thanked for their presentation and time.

Hal Kreider– TIF Discussion

It was advised that Hal called and requested to be on agenda for the next meeting. He has a family situation so he was hoping that he could postpone his discussion schedule for tonight and talk about the TIF to allow someone else to come in at the next meeting.

Hal Kreider: I sent in a request asking to be put on the Advisory Board and I do not know whether it wasn't acted on or it just wasn't discussed but anyway, we need to get that moving forward one way or another. So, I would like to know the status of my application and also the other folks on the Advisory Board. Chair Wolf: I remember the discussion one night and I had one question as to whether it was a conflict for your involvement already. The question was that you set this up and then wanted to be on the committee. Hal Kreider: I think what you will find is that for most situations like this, it is actually almost an expectation or requirement by having more of an advantage, I guess is the word I would use, when people have worked on it would play some role because when I talk to other people in town, they are not even sure about the RSA, what it means or even the basis for the TIF. Chair Wolf: It was just a question I had. I was



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not contesting your integrity of anything. I know you put your heart and soul into everything that you do and I appreciate that. It was just one thought that I had as to whether it would be a conflict or not. I was honest and said it to your face. I wanted you to know what my questions were with it and I'm glad you explained it. I appreciate it. Selectman Bryer: My concern was that it was going to stretch you too thin. Hal Kreider: I am retired. Selectman Bryer: That was my concern and what with being on economic development, project committee and moderator, I think I was coming from the same mindset as Selectman Hodgdon. Hal Kreider: Quite frankly, I enjoy working with a lot of you on the committees and stuff. Some of it is a lot of work but a lot of it I view as pleasurable, actually most of it. There are people in town that are on the committees with me and enjoy working with them, so, from my perspective, I do not mind. If that was your only concern, I do not mind putting in the time. Part of the reason I pressured Town Administrator to come in tonight to make sure there would be somebody moving us forward, if not me. Chair Wolf: I do not have any problem, that was the only question I had.

Selectman Bryer made a motion to appoint Hal Kreider to the TIF Advisory Committee for a term expiring on March 31, 2020. Selectman Hodgdon seconded. Motion carried 3/0.

Hal Kreider: Would you like me to assist in recruiting the other members or would you like to work with Town Administrator? Like I said, you are already a part of it but we need to get three landowners and I do not mind making calls if that is the way you would like me to do it. Chair Wolf: It is fine with me.

Unfinished Business

Fire Truck Quotes:

Mr. Gunter stated that he had provided the board with the questions and answers by the two companies that responded. One company, the gentleman came in and has dropped out, Mr. McGuire. Dingy Machine and Northeast Fire Apparatus are the two that are in the running. Chair Wolf: One is in Connecticut and the other is in New Hampshire. Mr. Gunter: Dingy is up north in New Hampshire and Northeast is down in Connecticut. Selectman Bryer: I did see that Dingy was a lot higher than the one in Connecticut. From my review of this, the one in Connecticut had a much sounder financial record and just looking and talking about it they noted that they would provide a surety bond so I would like to make a recommendation we go with Northeast Fire Apparatus. Their quote was \$67,300. Selectman Hodgdon: I actually looked at that and I didn't even pay attention to where they were nor the price till afterwards. I looked at all the things we talked about and I also recommend Northeast Fire Apparatus. I honestly didn't know they were in Connecticut until just now. I know it is a lot further away but that's not really the key issue. The key issue is getting the fire truck done properly.

Selectman Bryer made a motion to award contract to Northeast Fire Apparatus Specialists in Chichester, Connecticut. Selectman Hodgdon seconded. Motion carried 3/0.



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Chair Wolf: The only question I have is that I looked at it only once and I apologize for that. What about the date of completion? Selectman Bryer: It says four months based on availability of parts. I e-mailed him after the fact and he noted that he is going to have to get the parts in first and he noted that he was shooting for Thanksgiving. We could write up a contract with this completion date. Chair Wolf: I just didn't want to get into next spring. Selectman Hodgdon: Can't we amend that motion to have an end date? Chair Wolf: I do not want to put a bind on the guy; I just do not want this going on and on, We should have learned from before. Selectman Bryer: We should put in a completion date. When did he indicate that he could have it - the end of November? It was noted that Thanksgiving was the completion date. So, if we say by December 1, 2017 that would be reasonable.

Selectman Bryer noted to amend the motion regarding the contract with Northeast Fire Apparatus Specialists to include a stipulation that this must be completed by December 1, 2017. Selectman Hodgdon seconded. Motion carried 3/0.

Pavilion Bid:

Mr. Gunter: The last time we met, we talked about having the grantor, the person giving us the money (\$20,000) to build the pavilion, and we were going to ask the people who would build the pavilion to give it to us for \$20,000 which all happened. So now we have a contract for \$20,000 and the money to spend on that contract. Selectman Bryer: So now it we need to decide to locate it where we want it and then decide who we are going to have build it. Is that what you are saying? Chair Wolf: We only had one bid. Selectman Bryer: That's right, we only had one bid.

Selectman Hodgdon: The board of selectman did go down there walked the grounds. I don't necessarily agree with the location suggested by the Rec Committee. Sometimes you look at the long-term goal of a project and where we are building those other fields; I do not think it is going to be five more years, maybe I'm wrong, but I think it is going to more like two. I know that we actually walked through there and had quite a discussion. Selectman Bryer: I think where we picked was great by that little reservoir. Chair Wolf: We were talking about the bank where it was filled in, that's where we are talking about putting the pavilion. Questions about the position was noted from the audience? Selectman Bryer: No, it is where there was a section of trees about the size of this building explaining where the soccer and baseball field would be and noted that if the trees were cleaned out. If the pavilion was there, you would be able to see everything from that spot. Selectman Hodgdon: My only concern was that now that the builder has granted the account, what about the scope of work and signage, I think we should get it done sooner than later. Chair Wolf: The concrete was included in the original bid. My question was for \$975, how thick would the floor going to be? That was my concern. The builder dropped the bid down to the price that we wanted. Chair Wolf: I understand. Selectman



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Bryer: With concrete it was more and without concrete, it was under. He came down to our number. Chair Wolf: No, that is not the way it was. He gave a number for concrete – I looked at the bid. His bid included some dollars for the concrete for the floor and I said for a building 20 x 30, you are going to get a less thick floor. Concrete is \$135 a yard, and you are not going to build that many square feet for \$975. Selectman Hodgdon: He gave us two prices – one with concrete and one without concrete. Selectman Bryer: With concrete it was \$20,795; without concrete \$19,875.

Chair Wolf: My other question was I asked for a list of materials. I want to know if it is going to sit on the posts in the ground and are they going to put tiers in the ground for the posts to sit on. I am going to have a hard time awarding this without seeing how it is constructed.

Selectman Hodgdon: On the front page, he has his materials listed and notes barn style. From my understanding, the posts would be going into the ground. That's not good but I am not a builder; that is just my understanding of it. Chair Wolf: Can I see the list? I do not see anything here that says sauna tubes and it does not say how far they are going underground. I guess that is something we can talk to them about. I think we need to have the building anchored so that when the wind blows, it doesn't end upside down and in a pile. That is the problem I have with it. Chair Wolf explained how he constructed his barn which included blocks in the ground with a 2 x 2 x 18 base and an anchor on top that bolts to a 6 x 6 so that when you get a storm, the building is not going to leave town. It is a matter of \$600-\$800 to do it right. That's only my opinion.

Tim Colby: Can this be voted on with a condition? Chair Wolf: I just want to make sure that it will have a footing that will keep it there. I'm sure everyone in this room wouldn't be happy if we had a windstorm at 40 mph and it ends up on the soccer field.

Selectman Hodgdon: My question is when we put out the bid did we specify how we wanted it such as how it was anchored or anything like that? Selectman Bryer: We put out a description of what we wanted with a picture of it. Selectman Hodgdon: So we are hoping that they are going to do the right thing. Chair Wolf: That is my point. Selectman Bryer: That is what this process is about making sure we get what we want. Chair Wolf: We had not had a discussion as to how the building is going to be anchored. Selectman Hodgdon: From my point of view, if I was buying a building and having someone install it, I would hope that most of this stuff would be done the most proper way that it is supposed to so that it will not have these issues.

Selectman Bryer: Can't the building inspector go down and take a look to see if it is correct.

Selectman Hodgdon: I thought that was what the building inspector was for. Chair Wolf: It is kind of late to do that after you have ordered the contract. It's like putting the horse after the cart. Tim Colby: We don't want it to blow away and hit the condos. Chair Wolf: We can vote on this as long as you are happy with how it is going to be set on the site. I do not have any problem going ahead with it. I just want to make sure that the building is stable. Selectman



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Hodgdon: Is there any site plan as to how the scope of work and that will tell us what he is going to do. It's like building a house, there should be a site plan. Tim Colby: Let's get some more information because we do not want it to blow away. Selectman Bryer: I am fine with it. I think if they do a couple of these other things it is going to cost us extra but would be the right thing to do. I think the builder needs to bring us more information. Chair Wolf: That's fine with me. Selectman Bryer: If you ask for additional things, he might say that he cannot do it for \$20K. Chair Wolf: I agree with what you are saying. Selectman Bryer: Let's find out exactly what it is going to cost because if he says that he can't do it for that price, he is going to have back anyway.

Open Bridge RFQs

Mr. Gunter: We have several bids which are just for the engineering phase. The State dictates how we do this process. We have to ask for RFQs, and from these submittals, three will be chosen. Negotiations are then arranged with your first, second and third choice. Selectman Bryer: So we have to go through these and pick three. Chair Wolf: So we have to narrow it down to three. It is going to take a lot of reading to do.

The bids include:

Holden Engineering & Surveying, Concord & Bedford, NH
CMA, Portsmouth, NH
HEB Engineers, North Conway, NH
Stantec, Auburn, NH
Hoyle & Tanner Associates, Manchester, NH
DuBois & King, Bedford, NH
Quantum Construction Consultants, Inc., Concord, NH

Selectman Bryer: Have we done any business with any of these firms previously for any of our other bridges? Selectman Hodgdon: I think one of them is the town engineer. I think because of the price of this that you have gotten a lot of bidders. It's like almost \$300K, right. Mr. Gunter: Almost \$700K total. Chair Wolf: Through the State it is a lot more money than if we did it ourselves. It is almost double and then some. Mr. Gunter. There are two different bridges. We'll talk about the other one later. Chair Wolf: So any more discussion before we continue.

Mr. Gunter: The Highway Committee brought forth three members and I think Rick – were you part of that group? Chair Wolf: Not me. Mr. Gunter: The Conservation Committee brought forth a member to review back to this board. They have not done that yet. I personally wish that a member of this board would be on the committee also as the governing body.



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New Business

Acceptance of the Minutes – June 27, 2017

Selectman Bryer made a motion to accept the minutes of June 27, 2017. Selectman Hodgdon seconded. Motion carried 3/0.

Process various assessing form and applications

Selectman Hodgdon made a motion to approve timber cut for Tax Map 206, Lot 2 Sublot 2, 246 Catamount Road. Selectman Bryer seconded. Motion carried 3/0.

Selectman Hodgdon read into minutes letter from DRA regarding the use of property inventory form PA28 for 2018. It has been recommended that we do not use it.

Selectman Hodgdon made a motion to approve not using DRA form PA28 for 2018. Selectman Bryer seconded the motion. Motion carried 3/0.

Selectman Hodgdon made a motion to approve the intent to cut for Tax Map 202, Lot 4, 21 Corson Drive. Property taxes have been paid. Selectman Bryer seconded. Motion carried 3/0.

Selectman Hodgdon motion to approve intent to excavate, 1090 First NH Turnpike, Tax Map 217, Lot 35, 25 acres. Property taxes have been paid. Selectman Bryer seconded. Motion carried 3/0.

Selectman Hodgdon motion to approve veterans credit for Tax Map 224, Lot 28 and Tax Map 221, Lot 25. Selectman Bryer seconded. Motion carried 3/0.

Approval of manifests

Selectman Hodgdon motion to approve a payroll manifest V2017 #15 for \$562.60. Selectman Bryer seconded. Carried 3/0.

Selectman Hodgdon motion to approve accounts payable manifest 2017 V #16 for \$7,179.38. Selectman Bryer seconded. Motion carried 3/0. Carried 3-0.



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Approval of Purchase orders

Selectman Hodgdon motion to approve purchase order \$830 to paint town hall garage per 2016 warrant article with Hodgkins Painting. Selectman Bryer seconded. Motion carried 3/0.

Selectman Hodgdon: The amount is \$830. What did the facilities committee appropriate for this project? Mr. Gunter: \$2,000 was appropriated but we got it for \$830. We asked three different vendors but only one responded and said they would do it; people are busy right now.

Selectman Hodgdon motion to approve donation to Cornerstone VNA in the amount of \$3,208. Selectman Bryer seconded. Motion carried 3/0.

Mr. Gunter: This is the amount approved in the operating budget.

Selectman Hodgdon motion to approve PO for second payment to Pleasant Lake in the amount of \$1,250. Selectman Bryer seconded. Motion carried 3-0.

Selectman Hodgdon: I believe this is part of the milfoil problem.

Selectman Bryer: We received attached quote from Tyler Technologies which finally arrived yesterday. It is considerably higher than was budgeted. Last year we could not get a written quote from them and we based it on a number that was given a couple of years back. We budgeted \$14,000 and the quote came in as \$29,850. It has taken me months to get a quote from them and I was a little shocked at the cost. I did not recommend spending the budgeted amount by \$16K but we do need to update the software. I am a little confused by this because finance provided us with the budget. Chair Wolf: So, what happened? Selectman Hodgdon: This letter indicates she gave us a three-year-old number. We just got this today so there was not a lot of time to review it. Chair Wolf: I am very confused. Selectman Bryer: We discussed that in length when reviewing the budget. Selectman Hodgdon: I have another question, when Sandy wrote this up, how come she did not sign it? Chair Wolf: I guess we need to look into that so we can find out what to do with it. If someone has an idea, I would like to hear it. Mr. Gunter: Maybe we can go back to them and have them bring the price down. Selectman Bryer: I'd like to discuss it. We do have a budget committee meeting coming up. It is one of those things that we don't have to do this year. We probably should have done it this year. For the record, I depend on pulling the right numbers from the staff; I am just going to leave it at that but I do not know how we came up with half the amount. Chair Wolf: Evidently, there was a misquote somewhere. That is a big difference. We can put that on the pile for later.



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Selectman Bryer: Remember when we put it in the budget, we asked for the economy package but based on information we got from the staff we budgeted \$16K. Chair Wolf: I did not realize we were doing this with Tyler Technologies. So last year we did not get a written quote and we based the budget amount on the number that was given a couple of years back. Selectman Hodgdon: How did we base the budget amount on an old number? Chair Wolf: I do not remember talking about an old number at all. Selectman Bryer: We asked how much was the quote and they told us \$16K I have to make the assumption that if somebody asks how much it costs then..... Chair Wolf: It says here it took them three months to get this quote. Selectman Bryer: If you contact the company and ask for a quote, why does it take three months? Chair Wolf: I think we need to look into that one.

Selectman Bryer: I was going to suggest depending on how the budget looks, to discuss the issue with the budget committee. I do not want to do it tonight but we do need the accounting software, and if we have the money this year, then we'll have to go back and ask for the money next year. If we do not have the money, then we will have to wait until next year.

Miscellaneous Signature/Approvals

Mr. Gunter: I have an update on the property sale of Tax Map Lot 202, Lot 1 by Lyn Sweet. the lot on the border. Some research has been done and we think we have found the solution to the problem. Briefly, back in 1900's during the turn of the century when the owner died, his wife allocated some properties to the daughters and she misrepresented the lot which we now own. Because of that, we have gone past our extension date and Lyn Sweet has sent me another request to extend the purchase date. Selectman Bryer: The reason we extended the date because it was kind of our fault because of researching it. Chair Wolf: It took a while to get the information and figure it out. Selectman Hodgdon: So, it is our fault not hers. I do not think there should be any issues extending it. Selectman Hodgdon: Let's get this done; this has been going on for six or seven months. Selectman Bryer: Sometimes with these real estate issues you can't help it. Mr. Gunter: This happened so many years back and nobody caught it until now and now we have to untangle it. Chair Wolf: I think it is an unfortunate situation and there is not much we can do about it. Selectman Hodgdon: Is the research all done. Mr. Gunter: It is and it is off to the attorney who will be providing us with options as to what we can do. Chair Wolf: I do not have any problem extending the date. Mr. Gunter: Rick to sign.

Planning Board Information

Selectman Bryer: I got some information from the Planning Board directly. This property is on Harvey Lake. Chair Wolf: The concern about this is the lot size is unusual. Selectman Hodgdon: Is it going to be big enough to fit because they are asking to combine four lots. Chair Wolf: It is .25 acres. Selectman Bryer: If you put together four lots there is only a quarter of an acre. Selectman Hodgdon: That does not sound right. Chair Wolf: They are 100 x 150. Linda Smith: They are .62 with all four combined. Selectman Bryer: It is still smaller than we require.



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Chair Wolf: This is on Harvey Lake. This house is in the setbacks of the wetlands which was approved and a side boundary line, I see stakes that are there, and I'd say they are encroaching on the boundary line on the other side according to the stakes in the ground. They are not 20 ft. from the boundary line on one side and they are in the wetlands on the other side.

Selectman Bryer: Is there a recommendation from the Planning Board. Chair Wolf: These things keep coming up and I guess Joe feels that we never took a real vote as to what we were going to do in there. Selectman Bryer: They recommended to approve it if they combined all four lots. Chair Wolf: That doesn't mean that we have to recommend it. Selectman Bryer: Did DES come down and look at it and determine that they can put a septic on it? Mr. Gunter: The septic is across the street on another lot, but Linda knows more about this. Linda Smith: The Zoning Board did approve it. There is an existing year-round mobile with some out buildings on 1.28 lot now and there is another lot beside it that they own, .28, and then they own a double lot on the other side of Shore Drive which is on the other side of the road. The plan is that they are going to remove the mobile and the out buildings. They have an existing plan and a State approved septic system which is on the lot across the street which is a double lot and currently has a garage with the wetland along the side and comes across and into Harvey Lake. Selectman Bryer: So it is the same people who own the lot across the street?

Linda Smith: Yes. The Zoning Board granted the variance conditional upon the four small lots be merged. Selectman Bryer: So you have four lots that are on Harvey Lake with lots on different sides of the road. If we approve this, they are going to merge all four lots so that these lots cannot ever be sold separately. Linda Smith: That is correct which was part of the testimony by the Zoning Board that those four lots, including one that is beside the existing home that is a waterfront lot. It would be taking one waterfront lot and two from the other side of the road – one which is already developed because it has the garage and septic on it which pumps underneath and is State approved. Selectman Bryer: These can never be separated. Linda Smith: That is correct. The merger form denotes only through a subdivision. They could be added to another lot. Selectman Hodgdon: They could be added to another lot to make it bigger though they cannot make it smaller again. Linda Smith: That is my understanding. The owner does own a double lot of the two that are on the other non-shore side and there is a structure that is currently lived in by another party.

Selectman Bryer: The ZBA has already approved this? Linda Smith: Yes, it has. It has a shore land format which they went through the process to obtain because the existing structure is within 250 ft. of the shore. They have that approval as well. Chair Wolf: I think by approving this, even though the Zoning has approved it, would be setting a bad precedent. Why did they let them go into the wetlands setbacks? Linda Smith: I cannot answer for the board though I can explain what the testimony was. They said that the existing mobile encroaches into the neighbor's setbacks. The new house would be pulling it away so that it would be more towards



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the center of the two shore lots which pushes it closer to the wetlands. It is in the wetland buffer and will not be in the wetlands. Selectman Bryer: Is the building inspector going to go out there to make sure everything is okay such as the septic and everything meshes. Linda Smith: The septic is already in place, they have a certified plot plan submitted by a licensed land surveyor that was required because of the undersized lots and because of the setback. It is existing and proposed locations where the new home will be located once the other one is taken away. There is a merger form but it has not been recorded until a decision is made tonight. If this Board votes "no," then they will keep their lots separate; they have that option.

Chair Wolf: If we approve this tonight, there are going to be other people that are going to come in and build in the wetlands all the time and we are going to run into problems. I know there are lots on the lake that can be developed and if we approve this, others are going to want to build in the wetlands setbacks and we'll be getting into problems. We would be setting a precedent and I want to put that out there right now. Linda Smith: If I could make one statement in response to that. It is within the jurisdiction of the Zoning Board to look at the setbacks as noted in the Zoning Ordinances. The purpose of tonight's meeting is under 674:41 – the State law which says the selectmen must review building department applications on a Class VI road or private road. The jurisdiction that you have is based on your guidelines for granting those permits for access is based solely on the access to the lot, the condition of the road and that is the scope of what you are really looking at tonight. That is whether the emergency vehicles can use, other year-round homes there - those types of things. I agree with your comments completely but that is something that should be addressed to the Zoning Board as far as relief from the Zoning Ordinances relative to setbacks. The discussion tonight should be on access by emergency vehicles ability to get to the location, and turning radius. I would like to comment that the Planning Board made a motion to send a memo to the Fire Department requesting them to respond for future information for the Zoning Board and Planning Board relative to what they feel is an adequate turning radius, accessibility of roads in Harvey Lake, and can they get down them allowing equipment to move around. This was sent the next day and I have not heard of a response yet, but that will be forthcoming for future decisions.

Chair Wolf: I was down there and the roads are in terrible condition. The rocks that come out of the road are a foot high that a small car cannot drive over. Selectman Hodgdon: The ZBA is going to allow this. Can we legally deny the permit? I do not think we can. Linda Smith: You can deny the building permit if it does not fit the guidelines you have which are based on a specific criteria. Selectman Bryer: Does this not meet our road limits? Linda Smith: That is where you would be able to have grounds to say "no." However, there are other stipulations relative to the amount of year-round homes. The only other thing I would add and this is just factual. These folks have been in the pipeline for about four or five months since they initially decided that they could hopefully break ground in May. Chair Wolf: That is not my problem. We previously made the statement of what we wanted to do and now we are going to



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review this.

Chair Wolf: I was in there today. There are another five lots for sale in there. This thing is not going to go away. If we approve this one, then the next guy is going to want to do it. There was another one in the pipeline last night. As I said there are five lots for sale in there. We need to fix it somehow. Selectman Bryer: Is it possible to do the 674:41 before these things go to the Zoning Board? Chair Wolf: That was what was supposed to be done. They should have been notified that was in effect and it wasn't given out. Linda Smith: Well, we discussed it with Mr. Gunter who indicated not to bring them to the board until after the Zoning Board had acted on it which did make sense. They have the right to appeal a decision regardless. They could appeal the selectman's decision tonight if they so choose. Chair Wolf: So they can go back to the Zoning Board and override us. Selectman Bryer: If we do not sign that, they can go to the State or take legal action. Linda Smith: The Zoning Board is the body that hears appeals from administrative decisions. Selectman Bryer: We do need to fix this issue and we can take a stand and see what happens. Linda Smith: I think concerns relative to lot size, septic and etc. should be addressed to the Zoning Board. The question about the road would definitely need to be considered. I would note that the Planning Board increased the threshold for roads to be built from a rural standard to a subdivision standard. They actually raised the bar for road frontage in Northwood. I can't speak for their decision but I can say that the Zoning Board takes into consideration that these people are already driving to this lot. They are already going back and forth. There are folks living in it. It is a nice '62 mobile home and would be very difficult to replace it so they have come to the town in hopes of merging lots in order to gain what they hope to achieve. When they came to the Zoning Board they addressed a lot of the issues. As far as the road is concerned, they will be driving back and forth out to the main road whether or not you approve this tonight. Selectman Bryer: There's a mobile trailer there now. Linda Smith: It is year-round.

Selectman Bryer: I am willing to give them a shot; we can try it. Mr. Gunter: If it is possible to bring the 674 to the Board first, that would eliminate the ZBA going through this whole process. Linda Smith: Not necessarily because they can still appeal it. Mr. Gunter: So then they are taking a stand right up front. Linda Smith: That sends a message to the Zoning Board as to road frontage. Selectman Hodgdon: We have two options. We can approve it or we can say "no" and let it go back to the ZBA. Linda Smith: One of the options is a big step, but it would provide a better district. This isn't a problem that is going to go away. There are 100's of lots up there. People are commenting that they are glad to see the area being cleaned up. With this new build, they see it as a positive thing. Chair Wolf: There are properties in there that are in poor condition, not boarded up, and garbage all over the place with people dumping on the lots. It is worse than it was six months ago.



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Selectman Hodgdon made a motion to deny the application. Selectman Bryer seconded the motion. Carried 3/0.

Miscellaneous Signatures/Approvals

Charlie Pease: Last month I gave the board a PO to rent a mower and board of selectmen did not like that. I have two quotes one written and one verbal. Usually it is \$80 an hour but it has gone up to \$85 an hour this year so it is \$6,800. We can still rent a tractor. The tractor would be about \$1,600 cheaper. He explained that one of them would have to be on the mower for two weeks.

Chair Wolf: Are we liable for the blades? Selectman Bryer: How much more is it this year than last year? Charlie Pease: About \$5. Board further discussed the length of time of use, costs, and the road use. It was suggested it would be better to be contracted out.

Selectman Hodgdon motion to approve Sewell Enterprises for 80 hours of mowing at \$85 an hour on condition that he track his time in the amount of \$6,800. Selectman Bryer seconded motion. Motion carried 3/0.

Selectman Hodgdon motion to approve raffle permit for Northwood Republican Town Committee for 50/50 cash raffle at a \$1.00 per ticket with drawing date noted as day of Bean Hole Bash. Selectman Bryer seconded motion. Motion carried 3/0.

Board discussed the feasibility of having Town Administrator sign raffle permits but it was noted that by statute the board of selectman should approve and sign.

Reimbursement from the State for taxes that should be levied on the park.

Selectman Bryer motion to approve reimbursement from the State for tax levied on Northwood State Park and Woodman State Forest. Selectman Hodgdon seconded motion. Motion Carried 3/0.

Board debated as to whether to sign document before document was completed.

Mr. Gunter related the actuarial services

Selectman Bryer motion to allow Chair Wolf sign the contract for actuarial services. Selectman Hodgdon seconded motion. Motion carried 3/0.



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Reports

Individual Selectman's Reports

Selectman Hodgdon: I have been looking at some of the roads and I think we are going in the right direction. On some roads we did several years ago, they seem to have a seam right down the middle of the road. This seam seems to get bigger and bigger every year. My question is if we topcoat the road would it seal that seam? Selectman Bryer: Doesn't the road have to have a seam? Chair Wolf: The seam needs to overlap. Selectman Hodgdon: Then why aren't they doing that? Chair Wolf: Because we are not paying to have that done, there's not enough money. Mr. Gunter: Every time we pave, we have to tell them we want that seam tight. They have done good. On Bow Lake Road, we talked to them about this and they are going to come back this year and redo the seams because they messed it up. They acknowledged that. That's going to happen sometime this summer. We have not paid them the last payment. It is an error that the road is opening up in the middle and they are going to fix that.

Chair Wolf: The problem is there are no signs up the hill and everybody parks there and the police note that the only way we can enforce it is if there is a sign there that says "No Parking," that way you cannot park all the way down the boat ramp. I do not think it is a big deal there are plenty other signs out by the road that say no parking and we can make them enforce it. Right now, we can't enforce it. It was noted that another sign could be placed there.

Chair Wolf: The Park'n'Ride is a problem. The kids are hanging around in there. The place is a mess. The guy who's down there picked the area on Monday morning, but today it looks like he was never there. I like the kids, but they go in there and I do not want to chase them out of town. I saw a few kids there, talked to them and asked them nicely and they said they would pass the word. The area has to be policed a little bit; it looks bad. I am just hoping that some of the kids' parents might be listening and they know their kids hang out there, that they will ask them nicely to help police the area. I know that it is not all the kids but some adults, too. Hopefully, we can come to a happy medium. It is the gateway to Northwood. I do not know what else we can do. Before you know it, we will have no trespassing signs up. People leave their cars there for long periods of time. It is not a posted area so the police cannot do anything it.

Selectman Hodgdon: I have heard a couple of issues about some conduct that has been going on in the town hall with the town administrator and the employees. I, personally, have had some issues with the same department and I think as a board we need to discuss further. I mentioned it last week and I am mentioning it again.



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Citizen's Forum

Citizen commented about the mower which is in the town shed and which it was related that it still is not being used. He explained about an area off the side of the road filled with gravel and probably should be moved.

Chair Wolf closed Public Comment

Non-Public Session per RSA 91-A:3 II

Selectman Hodgdon motion to go into non-public under RSA 91-A:3, II (A) & (B) at 8:24 P.M., seconded by Selectman Bryer. Motion carried: 3/0.

Roll Call

**Selectman Bryer – Yes
Chairman Wolf – Yes
Selectman Hodgdon – Yes**

Motion carries: 3/0.

Selectman Hodgdon motion to come out of non-public at 9:15 P.M., seconded by Selectman Bryer. Motion carries: 3/0.

Roll Call

**Selectman Bryer – Yes
Chairman Wolf – Yes
Selectman Hodgdon – Yes**

Selectman Hodgdon motion to seal the minutes, seconded by Selectman Bryer. Motion carried: 3/0.

Roll Call

**Selectman Bryer – Yes
Chairman Wolf – Yes
Selectman Hodgdon – Yes**

Selectman Bryer motion to approve a step increase for Adam Schaub from Labor Grade 9, Step 7 to Labor Grade 9, Step 8 to \$17.28 per hour. The reason for the increase is because Adam successfully completed Level A EMT. Selectman Hodgdon seconded motion. After discussion motion carried 3/0.



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Selectman Bryer: I just wanted to say thank you to Adam for pursuing this level.

Selectman Hodgdon: Motion to approve position pending background check for Brandon Yeo, Northwood Recreation as Lead Coordinator at Bow Lake part-time at \$11.46 per hour pending background check. Selectman Bryer seconded motion.

Board agreed that this would be 460 hours a year.

Carried 3/0.

Selectman Hodgdon motion to approve effective July 13, 2017 Taylor Bryer to a lifeguard position at the rate of \$9.51 per hour. Chairman Wolf seconded motion.

Selectman Bryer recused himself and left the table.

Motion carried 2/0.

Selectman Bryer returned and was seated at the table.

Selectman Bryer made a motion to adjourn at 9:20 P.M. Selectman Hodgdon seconded. Motion carried 3/0.

Respectfully Submitted,

Delores Fritz
Municipal Secretary