



**TOWN OF NORTHWOOD  
BOARD OF SELECTMEN**

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

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**Board of Selectmen Meeting Minutes  
July 7, 2020**

**ROLL CALL:** Chairman Hal Kreider, Vice-Chair Matt Frye, Selectwoman Beth Boudreau, Selectman Tim Colby, Selectwoman Pam Sanderson

**ABSENT:** None

**STAFF PRESENT:** Interim TA John Scruton

**7:00 P.M. Chairman Kreider opened the Northwood Board of Selectmen meeting via Zoom and led the Pledge of Allegiance**

**As Chair of the Northwood Board of Selectmen, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.**

**Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:**

***a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:***

**We are utilizing Zoom platform for this electronic meeting. All members of the Board of Selectmen have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through details located on our website and posted outside the Town Hall.**

Selectman Kreider read a letter of resignation from Town Administrator Heather Thibodeau.

**Motion: "to accept the resignation of Heather Thibodeau with regrets"**

**Motion: M Frye**

**Second: B Boudreau**

**Motion carried by Roll Call vote 5/0**

Selectman Kreider read a letter of resignation from Recreation Director Diane Brown.

**Motion: “To accept the resignation of Diana Brown with regrets”**

**Motion: T Colby**

**Second: M Frye**

**Motion Carried by Roll Call vote 5/0**

Selectman Kreider read a letter of resignation from Administrative Assistant-Deputy Finance Specialist Lisa Lamarche.

**Motion: “to accept the resignation of Lisa Lamarche with regrets.”**

**Motion: B Boudreau**

**Second: T Colby seconded Roll Call**

**Motion Carried by Roll Call Vote 5/0**

**Motion: “To enter non-public under RSA 91-A:3ii(b) hiring”**

**Motion: T. Colby**

**Second: B. Boudreau**

**Motion Carried by roll call vote 5/0.**

### **Non-Public Session**

Mr. Scruton recommended hiring Scott LaCroix to fill the vacant Building Inspector position. The Board discussed the candidates and reviewed background information Mr. Scruton had obtained on Scott LaCroix.

The Board wanted some fixed hours in the office, a criminal background check, a driving background check, a drug test when possible and were willing to allow him extra hours to help dig the town out of the backlog that exists. The Board discussed a wage of Grade 15 step 11 at \$25.30/hour with a plan for 20 hours a week normally.

The Board discussed the Finance Specialist candidates in detail. Eileen Demers had an MBA and the most experience. Mr. Scruton discussed the information he had gathered from reference checks. The Board discussed an offer of Grade 18, step 14.

The Board discussed another of the candidates for Finance Specialist as an interim for Lisa’s position. Paul Allard has an accounting degree and is an Eagle Scout. This will be a probationary time at Grade 16 step 1.

**MOTION: “To exit non-public session at 9:42 pm.”**

Motion: P. Sanderson

Seconded: T. Colby

Motion carried by roll call vote 5/0

*Non-public minutes were not sealed*

**MOTION: “To hire Scott Lacroix as Building Inspector at Grade 15, Step 11, subject to a driving record check, a criminal background check and a drug test when it could be done”**

**Motion: M. Frye**

**Second: P. Sanderson**

**Motion Carried by roll call vote 5/0**

**MOTION: “To hire Eileen Demers Demers as Finance Specialist at Grade 18 step 14 subject to a criminal records check and a drug test when it could be done”**

**Motion: M. Frye**

**Second: B. Boudreau**

**Motion carried by roll call vote 5/0**

**MOTION: “To hire Paul Allard as Interim Administrative Assistant-Deputy Finance Specialist subject to a criminal background check and a drug test when it could be done.”**

**Motion: T. Colby**

**Second: B. Boudreau**

**Motion carried by roll call vote 5/0**

### **Recreation Commission Meeting**

Selectman Frye discussed the Recreation Commission meeting. The question of who would sign the time sheets for the beach attendants was discussed. The Town Administrator will do it. The Commission would like the position posted to the town website, NHMA and recreation sites. The Board would also like the schedule for the Beach Attendants, information on a budget line, and to be sure the Beach Attendants has a list of contacts in case of any difficulties.

### **Part time hours and the ACA**

Selectman Frye brought up the concern with not exceeding 30 hours a week per Affordable Care Act requirements. It was agreed that the key was not to average more than 30 hours a week for the year.

**MOTION: “to set the look back period as January 1 to December 31”**

**Motion: M. Frye**

**Second: P. Sanderson**

**Motion carried by roll call vote 5/0**

There was a question as to how grants were treated regarding expenditures and the bottom line of the budget that the Town Administrator will research.

**MOTION: “To adjourn at 8:28 PM”**

**Motion: B. Boudreau**

**Seconded: M. Frye**

**Motion Carried by Roll Call Vote 5/0**

***Respectfully Submitted***

***Susan Austin, Land Use Assistant***