



**TOWN OF NORTHWOOD
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
January 11, 2022**

ROLL CALL: Chairman Hal Kreider, Select Board Member Beth Boudreau, Select Board Member Tim Colby, Select Board Member Jim Guzofski

STAFF PRESENT: TA Walter Johnson

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

Citizen's Forum:

Jim Hadley complained that his comments and letters presented to the Board at the December 28, 2021 meeting were not included in the minutes of the meeting. He asked the Board to add his comments to the minutes as follows: "Jim Hadley provided a letter to the Board indicating that his wood heating energy exemption had mysteriously been removed on his final 2021 property tax bill after 33 years. He informed the Board that this exemption can only be removed by a vote of a town meeting. He attached copies of the state laws (RSA's) germane to this issue, including RSA 72:27-a-III (attached) as the only mechanism for its removal."

Ginger Dole spoke regarding the Covid count numbers that have multiplied considerably. The six surrounding towns had 343 new cases yesterday. She is formally requesting the Board reinstate the requirement that masks be worn at any town meetings, either at town hall, community center, the library, and the upcoming Deliberative Session. This should remain until town meetings are over.

The consensus of the Board is to attach Jim Hadley's original letter to the minutes of December 28, 2021 and the letters Jim presented to the Board this evening be attached to the minutes of tonight.

Minutes:

Motion: "To approve the minutes of December 28, 2021, as amended."

Motion: T. Colby

Second: B. Boudreau

Motion carried 4/0.

45 **Consent Agenda:**

46 Payroll Manifest dated January 11, 2022: Batch #011222 for \$54,568.06.
47 Accounts Payable Manifest dated December 30, 2021: Batch #18210 for \$9,000.00.
48 Accounts Payable Manifest dated January 5, 2022: Batch #1822 for \$93,460.76. This
49 manifest included \$8,079 to Morton Salt and \$6,500 to MRI Financial LLC, who is the
50 supplier of the new finance software.
51 Accounts Payable Manifest dated January 5, 2022: Batch #18223 for \$1,223.50.
52 Accounts Payable Manifest dated January 12, 2022: Batch #38 for \$11,373.36.
53 Accounts Payable Manifest dated January 12, 2022: Batch #39 for \$2,054,721.75. This
54 includes \$2,000,000 to the school district, \$6,493 to Morton Salt, Workmen's
55 Compensation annual insurance premium of \$28,732.79, and a 50% deposit for the
56 replacement of a portion of the Narrows fire station heating system.
57 Administrative Abatements:
58 Paul Tudor – Map 230/31-1 \$1,549.62.
59 NH Housing Finance Authority – Map 204/1 - \$43.
60 NH Housing Finance Authority – Map 204/2 - \$357.
61 NH Housing Finance Authority – Map 104/10 - \$2,595.
62 The NH Housing Finance Authority properties were inadvertently taxed in the final bill
63 for 2021. They are tax exempt properties and will be abated.
64 Property Tax Exemption: Approve or Deny per Assessor's Recommendations:
65 Dustin Haynes – Veteran's Credit
66 Other:
67 Timber Yield Tax for Map 207 Lot 39 - \$1,062.04.

68
69 **Motion: "To approve the consent agenda as written."**

70 **Motion: B. Boudreau**

71 **Second: J. Guzofski**

72 **Motion carried 4/0.**

73

74 **TA Report:**

75 Staffing: We are still looking for a full-time firefighter. Chief Tetreault is frustrated with
76 the lack of applicants and their lack of CPAT certification. The CPAT test is rarely
77 available in NH. Applicants will probably have to travel to other states to take the test.
78 Walter suggested hiring someone conditionally and give them a time frame to achieve
79 certification. We could offer to pay the travel and test expenses if they are successful.
80 The Board discussed options. The Board will wait until the next meeting to let the Chief
81 see if he can find out when and where the next tests would be available.

82

83 Lighting upgrade: The project has a start date of January 24 at the town hall and then
84 move to other buildings. The painting of the meeting room is scheduled to start on
85 Friday. The Board discussed color options.

86

87 Auction Properties: All but one of the auction sales have closed and we received roughly
88 another \$85,000 revenue for 2022. The issue with one lot, that involves Selectboard
89 Chair Kreider, is a town owned lot that was, 30 years ago or so, inadvertently split by
90 the town and it is the town's issue. The town represented it as two different lots and
91 took bids on it as two different lots, not knowing that it had never been officially
92 subdivided. Under the direction and guidance of town counsel, no matter who the
93 successful bidder was on this property, this process would have to take place because
94 it was a town created title issue. It was discovered as a result of the sale. We are going

95 through the process of having it subdivided as a town owned property. A portion of this
96 lot was sold to another successful bidder as well. The case will go before the zoning
97 board on January 24 for a variance because it is on a private road. Then it will go to the
98 Planning Board for subdivision approval. It can then be legally recognized as two
99 separate lots and can go through the conveyance with all the proper approval and legal
100 documents. Depending on waivers from the Planning Board, the cost will probably be
101 less than originally estimated.

102
103 Walter has not received any more feedback on his draft of the annual report. He will
104 finalize it and submit it for inclusion in the town report.

105
106 The Moderator is scheduling a meeting to discuss the Deliberative Session and voting
107 day and what they will look like in terms of the covid situation and what is current for
108 rules and requirements of the school at the time. Chairman Kreider will plan to attend.

109
110 Chief Tetreault has estimated ambulance revenue figures for 2021 of \$168,000, which
111 is a significant increase over the prior years. Revenue calculations used for the purchase
112 of the new ambulance and fire truck were based on \$90,000. Chief Tetreault has done
113 a good job building up the department and making it able to respond for services.
114 Chairman Kreider asked the Board to think about exploring paying double payments on
115 those two vehicle leases with the extra money in the ambulance fund over and above
116 what we had anticipated. This would reduce interest charges. Walter was asked to have
117 the figures of any potential savings from making extra payments and discuss it at the
118 next meeting.

119
120 Upcoming meeting schedules: the next Board of Selectmen meeting is January 25. The
121 Budget Hearing is tomorrow at 7:00 p.m. The Deliberative Session is February 5 at the
122 elementary school at 9:00 a.m.

123
124 **FY22 Operating Budget and Warrant Articles for the Budget Hearing:**
125 The operating budget article that will go to the Deliberative Session is the Budget
126 Committee's recommended budget of \$3,881,364. The Board does "Not recommend the
127 Article 4/0.

128
129 The Contributions to Expendable Trust Funds article: Revenue figures have been
130 added. The total is \$133,954, with Cable of \$33,546, Transfer Station of \$97,208, and
131 Cemetery of \$3,200. The Board recommends 4/0.

132
133 The Road Construction/Reconstruction Article was increased to \$200,000. The Board
134 recommended 4/0.

135
136 The Transfer Station septic revenue to the Lagoon fund will have a total of \$10,875. The
137 Board recommended 4/0.

138
139 Chairman Kreider again mentioned the excess of revenue in the ambulance fund is
140 enough to make an extra payment on the ambulance and new fire truck leases. The
141 Board decided to not pursue that option this year because the timeframe for the posting
142 of the warrant by January 31 would not leave enough time to hold another public
143 hearing as would be required if the payment amounts are changed.

144

145 Review of Petition Articles for Appropriations:
146 A petition article was submitted “To see if the town will vote, in the event the operating
147 budget fails, to provide a 2% COLA (cost of living adjustment) for all at-will, non-contract
148 town employees and to raise \$41,816 to cover the costs of the increase. The Board
149 recommends 4/0.

150
151 **FY21 Budget Report/Status and Year End Closing:**
152 The expenses for 2021 are coming in very close to the budget. There are still some
153 invoices coming in for 2021 expenses but most have already been calculated in the
154 encumbrances.

155
156 **2021 Encumbrances and Carryforwards Amendments:**
157 Walter shared updated figures for the outstanding purchase orders for informational
158 purposes.

159
160 **Temporary Appointment to Zoning Board of Adjustment – Thomas Johnson:**
161 The Zoning Board of Adjustment needs someone to step in due to members needing to
162 step down for a certain case and not having a quorum. This is an appointed position to
163 fill in until April 1, 2023, or until the conclusion of the case in question, whichever
164 comes first.

165 **Motion: “To appoint Thomas Johnson to the Zoning Board of Adjustment”.**

166 **Motion: T. Colby**

167 **Second: B. Boudreau**

168 **Motion carried 4/0.**

169
170 **Board Tasker Manager:**
171 Walter has been moving forward on the tasks that are priorities. Chairman Kreider
172 asked Walter to do an investigation into a possible solar project. There is a piece of town
173 owned property on Main Street that the Board held back from the town owned property
174 auction. It is about 8 acres and right near the power lines. Chairman Kreider is
175 interested in exploring an agreement with a solar company. They could put solar panels
176 up, they handle all the maintenance, and pay an annual fee to the town. If it is not
177 feasible, discuss putting that property up for auction, or explore using it for parking for
178 recreational access to the snowmobile trails. If it is suitable to be useful for the town,
179 fine, but if not put it up for auction and get the proceeds from the sale.

180
181 **Committee report:**
182 Selectman Guzofski reminded everyone the Budget Committee is holding the public
183 hearing tomorrow night.

184
185 Chairman Kreider stated the Planning Board has zoning changes that will be on the
186 ballot to address short term camping. They arose from concerns with preserving the
187 quality of our lakes regarding the disposal of waste systems.

188
189 **Citizen’s Forum:**
190 Ginger Dole asked for printed hard copies of the warrant with the changes made tonight
191 in time for the public hearing tomorrow night. These should also include the balances
192 of all funds as of 12/31/21 because she needs to read all the articles at the public
193 hearing. She is also very glad the Board decided to not pursue the two payments vs one
194 options for the lease vehicles because the revenue this year may have been an aberration

195 and we may not get that revenue next year. She also asked again for the Board to
196 discuss and consider her earlier request for masks required at any town meetings.

197
198 Chairman Kreider stated he will add the mask policy discussion as an agenda item for
199 the next meeting.

200
201 **Motion “To go into nonpublic session to discuss two tax agreement requests under**
202 **RSA 91A:a, III 2 c”**
203 **Motion: T. Colby**
204 **Second: B. Boudreau**
205 **Motion carried 4/0 by roll call vote.**

206
207 The Board came back in public session.

208
209 **Motion: “To seal the non-public minutes due to reputation”.**
210 **Motion: T. Colby**
211 **Second: B. Boudreau**
212 **Motion carried 4/0 by roll call vote.**

213
214 **Motion: “To adjourn”**
215 **Motion: J. Guzofski**
216 **Second: T. Colby**
217 **Motion carried 4/0.**

218
219
220 Minutes respectfully submitted by
221 Cheryl Eastman

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224
225
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