



**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  
January 25, 2022**

**ROLL CALL:** Vice-Chairman Matt Frye, Select Board Member Beth Boudreau, Select Board Member Tim Colby, Select Board Member Jim Guzofski, Chairman Hal Kreider attended remotely. All votes will be done by roll call vote.

**STAFF PRESENT:** TA Walter Johnson, Robert Young EMD, Chief Tetreault

**6:00 P.M. Vice-Chairman Matt Frye opened the Northwood Board of Selectmen meeting with a roll call and led the Pledge of Allegiance.**

**Citizen's Forum:**

Cheryl Dean presented a petition to the Board opposing a mask mandate. She also read a portion of an email submitted by Cheryl Barnhart to the Board of Selectmen as follows:

“I worry that not only attendance of meetings will demand mask wearing before entering, but also other vital activities will again demand mask wearing. This was a particular concern for me last June when I was not able to vote in the main voting area on election day.

My husband and I were instructed to enter on a different side of the building. We were not allowed to put our ballots in the voting machine (or even stand there and watch someone else do it.) We had to put our ballots in a low security small wooden locked box. There were not two people in the room at all times.

Some people are being made to give up their sovereign health choices in order to enjoy the rights that others are freely given. As I wish for our town to not be divided and for us all to enjoy our freedoms, I feel I must speak up.”

Vice-Chairman M. Frye read the petition presented tonight into the record and announced it had 50 signatures. “We, the undersigned registered voters in the Town of Northwood, NH hereby petition the Board of Selectmen to NOT implement any type of mask mandate, mask order or mask rule in the town of Northwood NH.”

Vice-Chairman Frye read the following emails received for Citizen's Forum.

Dated January 17, 2022: “Dear Northwood Select Board, I recently watched a video of a Northwood resident requesting a mask mandate in our town and was deeply concerned at the request as well as the misinformation she used to back up her request. I do not need politicians or scared people filled with misinformation making health decisions for

45 me or anyone else. Masks do not prevent transmission of Covid and they have harmful  
46 effects. Let's not have a repeat of last year's town meeting and voting disaster. The  
47 treatment of people who could not mask was unnecessary and unacceptable. We need  
48 do better this year. No mask mandate. Sincerely, James Dean.”  
49

50 Dated January 21, 2022: “I want to express my opposition to another town mask  
51 mandate. Masks should be a personal decision, not to mention virtually unless against  
52 the current virus. Representative Tudor, Rockingham 1 Northwood.”  
53

54 Dated January 14, 2022: “Dear Board of Selectmen, I am commenting on the request  
55 that the Town of Northwood go back to a mask policy in all town buildings per the BOS  
56 meeting of 1/11/22. At this point in the pandemic we have learned to live with Covid  
57 regardless of the Omicron Surge. The mask debate could go on forever with studies on  
58 both sides of the issue and the overall majority of NH residents have decided to take it  
59 upon themselves to make the decision to mask or not mask, with the exception of  
60 medical facilities. In Concord this past week their Council voted against implementing  
61 a town wide mask policy a second time. [https://patch.com/new-hampshire/concord-  
62 nh/concord-city-council-overwhelmingly-rejects-new-mask-mandate](https://patch.com/new-hampshire/concord-nh/concord-city-council-overwhelmingly-rejects-new-mask-mandate) Even Concord  
63 realized that the public is tired of mask mandates.

64 The goal post never stops. Vaccines have not worked against the Omicron surge  
65 as I know of 20 people from one event that were infected with Omicron who were  
66 vaccinated and boosted. The reason that super spreader happened because a person  
67 with viral symptoms showed up at a holiday event thinking they had a cold. The real  
68 issue to prevent the spread is for people who are sick to stay home and not attend town  
69 meetings. I would expect the town leaders to concentrate on that most important  
70 mitigation technique at this stage in this pandemic. Anyone with cold or flu symptoms  
71 should not be attending a meeting. At this time no one even wants a bad cold making  
72 your immune system vulnerable. I have had conversation with people that really did not  
73 understand vaccination does not mean you cannot get Covid or spread Covid. Hopefully  
74 that myth has died in the Omicron surge.

75 I would guess that if this were voted on by our Northwood citizens they would  
76 vote against a mask mandate. Everyone I know is concerned about the spread in this  
77 current surge but we are being as careful as we can while at the same time facing our  
78 medical fears and learning to live with it, mask free in most situations. I feel horribly for  
79 those with a high medical risk and I would like the town to offer every accommodation  
80 to protect those people with social distancing, air quality, etc. The town should have  
81 N95 masks available for meetings for the vulnerable. Those are the correct masks for  
82 vulnerable people. On very few occasions I have had to wear a mask for an extended  
83 period of time and they are not healthy. What are we truly breathing into our lungs  
84 through the myriad of masks out there? The paper ones are disgusting after a very short  
85 period of time, yet no one brings up those health issues. If the Board decides to go down  
86 the mask road you will be forever monitoring the number of cases. My final argument is  
87 that we currently do no mandate masks for the flu or cold season. Concentrate on  
88 keeping sick people from meetings and extending every accommodation to the  
89 vulnerable. Mandates are not the way to go at this time in the pandemic. Thank you,  
90 Judy Burke.”  
91

92 **Minutes:**

93 **Motion: “To approve the minutes of January 11, 2022, as presented.”**

94 **Motion: T. Colby**

95 **Second: B. Boudreau**  
96 **Motion carried by roll call 4/0/1 with Matt Frye abstaining as he was not at the**  
97 **meeting on January 11, 2022.**

98  
99 **Consent Agenda:**

100 Payroll Manifest dated January 26, 2022. Batch # 012622 for \$57,956.31.  
101 Accounts Payable Manifest dated January 19, 2022. Batch #40 for \$10,225.45 This  
102 batch consisted of normal operating expenses for 2022.  
103 Accounts Payable Manifest dated January 19, 2022. Batch #41 for \$14,562.11.  
104 Included are a payment to Morton Salt for \$4,485, snowplow contract payment to  
105 Purpora & Sons for \$3,200, and \$3,500 for the final 50% of the cost of installing the  
106 new heating units in the Narrows fire station.  
107 Administrative Abatements: The Village at Mead Field – Map 222-28 for \$721.06  
108 Land Use Change Tax for Map 235, Lot 34-3 for \$4,990.00

109 **Motion: “To approve the consent agenda as presented.”**

110 **Motion: T. Colby**

111 **Second: B. Boudreau**

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

113  
114 In answer to a question by Selectman Guzofski, TA Johnson explained the new payroll  
115 system uses the check date as the batch number. The accounts payable system creates  
116 a consecutive batch number.

117  
118 Vice-Chairman Frye asked the reason for Chairman Kreider’s remote participation  
119 tonight. Chairman Kreider stated it is due to medical reasons and his wife Irene is in  
120 the room with him.

121  
122 **Current Covid Guidelines for Town Buildings:**

123 Currently there is no mask mandate for public buildings in Northwood. The Board  
124 asked Robert Young to join them for a discussion. Bob reported that in NH the wave  
125 should drop substantive over the next 2 weeks. By town meeting time, it should be  
126 back to how it was during the summer. 90% of the current cases is Omicron, which is  
127 good news because the contagious stage is over quickly, usually within 3 days. Bob  
128 was going to suggest we look at putting in a mask requirement for meetings in the town  
129 hall and review it at the next meeting when things will be better.

130 **Motion: “To put a mask mandate in place for town buildings with a plan to review**  
131 **the rule at the very next meeting.”**

132 **Motion: M. Frye**

133 **Second: B. Boudreau**

134 Selectman Guzofski asked how to accommodate the people that can’t wear a mask and  
135 what would we be trying to accomplish with a mandate. Selectman Frye referenced Bob  
136 Young’s email that stated that numbers did drop in Keene and Berlin when masks were  
137 mandated. He added that how to accommodate the others will be a question on either  
138 side of the debate. He would rather have the bar set on the side of safety as opposed to  
139 not and find ways to accommodate people, like remotely. Selectman Guzofski feels we  
140 should let people decide for themselves to mask or not. Let everyone make their own  
141 personal decisions. He is concerned with jumping into something for just 2 weeks.  
142 Selectperson Boudreau asked if we can do the Deliberative Session with a section of the  
143 gym designated for the masked separate from the unmasked? Chairman Kreider asked  
144 what the school policy is right now. TA Johnson reminded the Board that they have no

145 authority over the school buildings and when at the school we will have to abide by their  
146 rules. Selectman Frye commented that there are boards and committees that meet in  
147 the meeting room of the town hall regularly. Personally he would feel better if everyone  
148 was masked at a meeting. Selectman Guzofski said it is a personal decision and  
149 questioned if the Board has the right to make those decisions for everyone in town? He  
150 added that many people have spoken against the mandate, especially for only two weeks.  
151 Chairman Kreider feels that a majority of people will make the right decision without a  
152 mandate. Vice-Chairman Frye called a vote on the motion.

153 **Motion failed 4/1 by roll call: B. Boudreau No; T. Colby No; H. Kreider No; J.**  
154 **Guzofski No; M. Frye Yes.**

155

156 **Moderator's Plans for Deliberative Session and Voting Day:**

157 Keith McGuigan, Moderator, spoke about plans for the upcoming Deliberative Session.  
158 The elementary school gym has been reserved for the event. He will have a chained off  
159 section on the left side of the gym for masked audience members. The school rule is that  
160 masks are required if 6 feet of space cannot be maintained. Masks will be available for  
161 those that want them. There is a school board meeting tomorrow night that Mr.  
162 McGuigan will attend and hopes they will decide that the moderator can adjust the  
163 school guidelines for town meeting events only. He asked TA Johnson to make sure  
164 there will be enough tables available, and that staff is aware of how to set up the gym.  
165 TA Johnson stated that he has already lined up Steve Robert for the technical aspects  
166 of the meeting and details will be confirmed. Selectman Guzofski asked if there are plans  
167 to alleviate the parking issues at the last town meeting and help the elderly with easier  
168 access to the building. Mr. McGuigan is going to be talking to the Police Chief about  
169 those issues.

170

171 **TA Report:**

172 Staffing update: We are still looking for a fulltime firefighter. Chief Tetreault addressed  
173 the Board about options for hiring. He stated that the fulltime position has been posted  
174 for some time and they have had trouble attracting qualified people. There are a few  
175 good applicants, but none have passed the physical ability test (CPAT) and therefore are  
176 not full time certified. There is a CPAT test next month in Florida. One in-house  
177 candidate is planning to attend. The other in-house candidates are preparing for the  
178 test. Chief Tetreault suggested hiring a qualified candidate and give them a year to pass  
179 the CPAT test. In the meantime, they would only be included in the New Hampshire  
180 Retirement System under Group 1, not Group 2 like other career firefighters. We could  
181 hire a part-time candidate and have them work full time hours until they passed the  
182 CPAT test. The only restriction is that they would have to work under the 1560  
183 maximum hours/year for a part time position. Chief Tetreault recommended the Board  
184 hire the best possible part time candidate and use them as a fulltime position until they  
185 pass the CPAT. In the meantime, they could respond to all calls because they would  
186 not be considered a career firefighter until they pass the CPAT test. Selectman Colby  
187 asked about benefits. TA Johnson said if they are scheduled over 32 hours a week they  
188 are eligible for full time benefits, but would not be part of the more expensive Group 2  
189 until they pass the CPAT. The consensus of the Board is to allow the Chief to move the  
190 firefighter candidate into a fulltime position with the stipulation that he passes the CPAT  
191 test prior to July 1, 2022. TA Johnson explained this is a conditional offer to a  
192 particular person based on those terms and not a change to the personnel policy.

193

194 Lighting upgrade project: The project was planned to start on January 24, but some  
195 parts are still missing. Once the parts are delivered, the project will start.

196  
197 Auction property issue: There were two lots on Tasker Shore Road that were offered as  
198 two separate lots, but they were not legally subdivided. The town has been working with  
199 the Zoning Board and got approval last night for the variance to separate the lots on a  
200 private road. They will be going to the Planning Board with a subdivision application.  
201 Hopefully this can be expedited and close the sale on the lot that needs to be subdivided.  
202 This is not being done to benefit a particular Board of Selectmen member. This is to  
203 correct a previously unknown misrepresentation of the lots by the Town for the past 30  
204 years or so.

205  
206 Painting of the town hall meeting room was done on January 19<sup>th</sup>. We are looking at  
207 options for window treatments. TA Johnson will be meeting with Chairman Kreider over  
208 the next week to go through the remaining materials in the hall to be disposed of.  
209 Hopefully can move forward with putting up the photographs and prints on the walls.

210  
211 The filing period is open for elected offices until 5:00 p.m. on January 28.

212  
213 The Department of Revenue Administration and Town Counsel have reviewed and  
214 approved the MS737 budget, the default budget, and the warrant.

215  
216 Upcoming meetings: The Board of Selectmen will meet on February 8 and 22. The  
217 Deliberative Session is February 5 at Northwood Elementary School at 9:00 a.m.

218  
219 Annual report: TA Johnson asked the Board to either amend, revise, or approve the  
220 BOS town report. A final version is provided in the sign file for signatures.

221  
222 **Final Review FY22 MS-737 Operating Budget, MS-DTB Default Budget and the**  
223 **Warrant:**

224 The final warrant, the MS-737 budget form, and default budget were presented for  
225 review and signatures. The proposed budget is the amount recommended by the Budget  
226 Committee and they sign the MS-737 budget form. The default budget is signed by the  
227 Board of Selectmen since it was created by them. All these documents must be posted  
228 on or before Monday, January 31 at the school, post office, and town office.

229  
230 **FY21 Budget Report/Status and Year End Closing:**

231 The Board has the un-audited FY21 Budget Report. TA Johnson explained that all prior  
232 encumbrances have been removed because they were either expended or carried forward  
233 into FY22. The budget unexpended amount vs the default budget is \$118,825. That  
234 number will change slightly when the auditors pick up any remaining 2021 expenses.  
235 We did have to postpone some of the expenses we felt were necessary in 2021 and will  
236 be behind a little going into 2022. Some departments went over budget due to several  
237 different factors. These were compensated by other department budgets. The bottom  
238 line is within the default budget.

239  
240 **Plans/Presentation for Deliberative Session:**

241 Chairman Kreider stated he would like to have a small presentation at the Deliberative  
242 Session, even if just to summarize this year and how the Board plans to move the town  
243 forward next year. He also wants to discuss the Board of Selectmen making a motion

244 to adjust the budget at the Deliberative Session to the amount they recommended. He  
245 is prepared to make a motion but wants the Board to stand together. All Board members  
246 agreed. It was also the Board's consensus to do a slide show. Chairman Kreider and  
247 TA Johnson will draft one and send it out for review.

248  
249 **Library Board of Trustees Alternate Member Appointment – Karen Riley:**  
250 Vice-Chairman Frye read a November 12, 2021 letter to appoint Karen Riley as a Library  
251 Trustee until March 2022. This request from the Trustees had been lost and TA  
252 Johnson just received it last week.

253 **Motion: “To appoint Karen Riley to the Library Trustees until March, 2022.”**

254 **Motion: T. Colby**

255 **Second: B. Boudreau**

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

257  
258 **Board Tasker Manager:**  
259 TA Johnson has added the improvements to the town hall and looking into a solar array  
260 on a town owned property to the list. Selectwoman Boudreau asked TA Johnson to get  
261 back to doing policies updates. He reported that he is and currently is working on a re-  
262 write of the personnel policy.

263  
264 **Committee report:**  
265 Selectmen Guzofski reported the Budget Committee held their required public hearing  
266 on the budget. He recalled a comment by a Budget Committee member that he would  
267 like to “box in the Selectmen” to still give the cost-of-living adjustments if the budget  
268 passed. Selectman Guzofski felt these types of statements are offensive and need to  
269 stop. He added that everyone should be working together for the benefit of the town.

270  
271 Selectmen Frye said there will be a youth fishing derby on February 26 on Harvey Lake.  
272 The Recreation Commission met in the center school building. Recreation Director  
273 Blewitt has been working to get that building fixed up and usable.

274  
275 **Citizen's Forum:**  
276 Keith McGuigan spoke as a taxpayer. He asked to have the Deliberative Session put  
277 on the website to help publicize it. TA Johnson agreed and said it had been, but with  
278 new postings it had moved down the list. It will be reposted on the calendar.

279  
280 Chief Tetreault spoke as a non-citizen. He said they will be sending a contingent from  
281 the Fire Department to Baltimore, especially since several Northwood firefighters have  
282 ties to the Baltimore community.

283  
284 **Motion “To go into nonpublic session to discuss a personnel/hiring matter under**  
285 **RSA 91A: III 3 (a)**

286 **Motion: T. Colby**

287 **Second: B. Boudrea**

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

289  
290 **Resumed Public Session at 7:50PM**

291  
292 **Motion: “To seal the non-public minutes because it is determined that divulgence**  
293 **of this information likely would render a proposed action ineffective”.**

DRAFT

294 **Motion: T. Colby**  
295 **Second: B. Boudreau**  
296 **Motion carried 5/0 by roll call vote.**

297  
298 **Motion: "To adjourn"**  
299 **Motion: J. Guzofski**  
300 **Second: T. Colby**  
301 **Motion carried 5/0 at 7:52PM.**

302  
303  
304 Minutes respectfully submitted by  
305 Cheryl Eastman  
306