

**Town of Northwood
Budget Committee Minutes
January 11, 2023
DRAFT**

1 Chairman Keith McGuigan called the work session to order at 6:32 p.m.

2 **PRESENT:** Chair Keith McGuigan, Vice-Chair Tom Chase, Selectboard Representative
3 Pam Sanderson, School Board Representative Brian Winslow, Gulf Village District
4 Representative Eric Buckland, Water District Representative Robert Young, Cove
5 Village Representative Mike Jobin, Members Ginger Dole, Ted Wilkinson, Betty Smith,
6 Matt Frye, Brad Hall, and Betsy Colburn (participated electronically due to medical
7 reasons). Members Tim Jandebeur arrived at 6:41 p.m. and Michael Moore arrived at
8 6:52 p.m.

9 **ABSENT:** Daniel McNally (excused); Paul Tudor

10 **TOWN STAFF:** Town Administrator Walter Johnson, Finance Director Cheryl
11 Eastman, Land Use Specialist Linda Smith, and Land Use Administrative Assistant
12 Lisa Fellows-Weaver

13 **TOWN PERSONNEL PRESENT:**

14 Selectman Vice-Chair Tim Colby, and Librarian Donna Bunker

15 **PUBLIC PRESENT**

16 James Vaillancourt, and Michael Smith

17 **MINUTES:**

18 The minutes were postponed to later in the meeting.

19 **2023 PROPOSED TOWN BUDGET**

20 *The following Warrant Articles were not previously addressed by the Budget Committee*
21 *due to the fact that the revenue and fund balances were not available.*

22 Chair McGuigan read Article 21 as follows:

23 **Article 21: EXPENDABLE TRUST FUND DEPOSITS**

24 To see if the Town will vote to raise and appropriate the sum of **one hundred and**
25 **twenty thousand seven hundred and seventy-eight dollars (\$120,778)**, to be
26 placed in the following existing expendable trust funds created under RSA 31:19 - a.
27 These amounts represent the amount of user fees deposited in the general fund in
28 2022 for these purposes, and the appropriation shall be funded by the withdrawal of
29 the sum from the unexpended fund balance as of December 31, 2022. Current
30 balance as of December 31, 2022: Cable \$113,729 Transfer Station \$192,663, and
31 Cemetery: \$65,800.

Cable	Transfer Station	Cemetery
Expendable Trust Fund	Expendable Trust Fund	Expendable Trust Fund
\$33,291	\$86,687	\$800

32
33 **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
34 **Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

35 No discussion was held.

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36 **On a motion made by Ms. B. Smith, and seconded by Ms. Dole, the Committee**
37 **voted unanimously, by roll call vote, to recommend Article 21, as written; 13/0.**

38 Chair McGuigan read Article 25 as follows:

39 **Article 25: LAGOON MAINTENANCE AND REPAIR EXPENDABLE TRUST FUND**

40 To see if the Town will vote to raise and appropriate the sum of **five thousand nine**
41 **hundred and twenty-five dollars (\$5,925)** to be placed in the Lagoon Maintenance
42 and Repair Expendable Trust Fund and to fund this appropriation by authorizing the
43 withdrawal of that amount from the Lagoon Special Revenue Fund held by the
44 Northwood Treasurer. Current balance as of December 31, 2022: \$113,475 **(Tax**
45 **Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
46 **Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

47 No discussion was held.

48 **On a motion made by Ms. B. Smith, and seconded by Mr. Frye, the Committee**
49 **voted unanimously, by roll call vote, to recommend Article 25, as written; 13/0.**

50 Chair McGuigan read Article 37 as follows:

51 **Article 37: NORTHWOOD'S 250TH ANNIVERSARY EXPENDABLE TRUST FUND**

52 To see if the Town will vote to raise and appropriate the sum of **seven thousand seven**
53 **hundred and thirty-eight (\$7,738)** to be deposited in the 250th Anniversary
54 Expendable Trust Fund. Said amount represents the revenue received from the sale of
55 250th Anniversary commemorative items by the 250th anniversary committee deposited
56 in the general fund in 2022. Said amount to come from the unassigned fund balance
57 as of December 31, 2022. The balance in the fund as of December 31, 2022 is \$8,591.
58 **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
59 **Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

60 *Mr. Jandebaur arrived at 6:41 p.m.*

61 No discussion was held.

62 **On a motion made by Ms. B. Smith, and seconded by Ms. Dole, the Committee**
63 **voted unanimously, by roll call vote, to recommend Article 37, as written; 14/0.**

64 Chair McGuigan read Article 38 as follows:

65 **Article 38: SNOWMOBILE CLUB TRAIL MAINTENANCE FUNDING REQUEST**

66 To see if the town will vote to raise and appropriate **five thousand dollars (\$5,000)** for
67 the support of the Northwood Crank Pullers Snowmobile Club's efforts maintaining 20
68 plus miles of Northwood Multi Use Trails. The all volunteer Northwood Club is 50
69 years old this year, has lost opportunities of traditional fundraising events, has
70 provided over 600 man hours of unpaid volunteer efforts in these trails since April,
71 with no assistance from DPW or the Recreation Department's staff or budgets.
72 Insurance, equipment maintenance and fuel costs keep rising so assistance is needed
73 to help defray some of the costs. Amounts to be raised by taxation. **(Tax estimate**
74 **\$0.01) This article is by petition. (Majority vote required) (Recommended by the**
75 **Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

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76 **Ms. B. Smith made a motion, seconded by Ms. Sanderson, to recommend Article**
77 **38, as written.**

78 Mr. Jandebour stated that he does not recall an article like this being presented
79 before.

80 Mr. Chase asked about the transfer process if the funds are raised through taxation.
81 Mr. Johnson explained if the warrant article is approved the funds are transferred as a
82 lump sum, similar to the process of transferring funds to the districts.

83 Mr. Frye expressed concern with liability due to poor maintenance or the lack thereof.
84 Mr. Johnson stated that the club's events are not sponsored by the Town and are
85 funded by the club. He noted that the club has their own insurance so there would be
86 no liability to the Town.

87 Chair McGuigan asked if the land is private land or public land. He commented that
88 he is not in favor of taxpayer's monies being used to address issues on private lands.

89 Mr. Young stated that the land is all privately owned land. He explained that the Water
90 District is currently working with the snowmobile club to transfer land so they can
91 redirect one trail as the route currently goes through wetlands. He added that the
92 Crank Pullers have always done an incredible amount of work in the Town. He also
93 noted that the trails also are an economic benefit to the Town with tourism.

94 Mr. Johnson stated that the snowmobile trails are not just for snowmobiles; they are
95 available for hiking, walking, and biking and there are many throughout the Town.

96 Ms. Dole stated that the Crank Pullers Snowmobile Club has been around for many
97 years. She stated that the trails are used year-round because they are well
98 maintained, and the fundraising activities help cover their costs. She commented that
99 she would support the article as the club's efforts are a worth-while benefit to the
100 Town.

101 Mr. Chase added that the members have contributed their time to Town events as well
102 as sharing their equipment. He sees the maintenance they do to the trails as a benefit
103 to the Town.

104 **VOTE: YES: KM, TC, PS, BW, EB, BY, MJ, GD, TW, BS, MF, BH, BC. NO: TJ.**
105 **Motion passed, by roll call vote; 13/1.**

106 Chair McGuigan read Article 14 as follows:

107 **Article 14: TOWN MASTER PLAN UPDATE**

108 To see if the Town will vote to raise and appropriate the sum of **fifty-five thousand**
109 **dollars (\$55,000)** to continue updating of the Town's 2002 master plan. This sum will
110 provide an update and/or development up to four additional chapters. Thirty
111 thousand (\$30,000) to come from the unassigned fund balance as of December 31,
112 2022 and the balance of twenty-five thousand (\$25,000) to come from grants. **(Tax**
113 **Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
114 **Selectmen 0-0) (Recommended by the Budget committee 0-0)**

115 Mr. Johnson stated that the Town has received the grant; therefore, the amount noted
116 in the article has increased from \$15,000 to \$25,000.

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117 *Mr. Moore arrived, 6:52 p.m.*

118 **Ms. B. Smith made a motion, seconded by Ms. Dole, to recommend Article 14,**
119 **with the new amount of \$25,000.**

120 Mr. Jandebour noted that he thought the total grant awarded was \$70,655. Mr.
121 Johnson explained that there were three sections for the grant, and the Town was
122 awarded all three, totaling \$70,655. He stated that the grant approval includes
123 funding for review of the zoning ordinances, site plan and subdivision regulations, and
124 additional master Plan chapters relative to housing.

125 **The Committee voted unanimously, by roll call vote, to recommend Article 14,**
126 **as written; 15/0.**

127 A few typos were noted in the Warrant Articles and will be addressed and the vote for
128 Article 10 was listed as 12-3 and was 13-2.

129 With no further discussion, Chair McGuigan closed the work session at 6:59 p.m.

130 **PUBLIC HEARING**

131 Chairman Keith McGuigan opened the public hearing at 7:00 p.m.

132 Ms. Dole read Article 10 as follows:

133 **Article 10: 2023 OPERATING BUDGET**

134 Shall the Town raise and appropriate as an operating budget, not including
135 appropriations by special warrant articles and other appropriations voted separately,
136 the amounts set forth on the budget posted with the warrant or as amended by vote of
137 the first session, for the purposes set forth therein, totaling **four million twenty-two**
138 **thousand six hundred and thirty dollars (\$4,022,630)** Should this article be
139 defeated, the default budget shall be **three million nine hundred and fifty-six**
140 **thousand five hundred and eighty-four. (\$3,956,584)** which is the same as last year,
141 with certain adjustments required by previous action of the town or by law; or the
142 governing body may hold one special meeting, in accordance with RSA 40:13, X and
143 XVI, to take up the issue of a revised operating budget only. **(Estimated Tax Net of**
144 **estimated revenue \$2.48) (Majority vote required) Recommended by the Board of**
145 **Selectmen 0-0) (Recommended by the Budget Committee 13-2)**

146 Mr. Vaillancourt, 34 Cove Way, asked if it was the intent of the Committee for all
147 maintenance and upkeep for the Town to all be funded through the warrant articles
148 and the budget is for daily operations-keeping the lights on. He noted that he did not
149 see any improvements to facilities or services.

150 Chair McGuigan replied that it could be categorized like that; changes are due to cost
151 increases but there are no new projects proposed.

152 Mr. Vaillancourt reviewed the totals for the operating budget and the warrant articles;
153 \$721,000. Discussion ensued regarding the unexpended fund balance. Mr. Johnson
154 stated that the amount was not determined at the time of the tax rate setting; \$2.1
155 million is estimated and approximately \$432,000 will be used for capital projects. He
156 stated that the Selectboard still has the opportunity to buy down.

157 Ms. Dole read Article 11 as follows:

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158 **Article 11: HIGHWAY EQUIPMENT TRAILER PURCHASE**

159 To see if the Town will vote to raise and appropriate the sum of **twenty thousand**
160 **dollars (\$20,000)** for the purchase of a 10-ton equipment trailer for the highway
161 department and to authorize the withdrawal of **twenty thousand dollars (\$20,000)**
162 from the Highway Equipment Capital Reserve Account. **(Tax Estimate \$0.00)**
163 **(Majority vote required) (Recommended by the Board of Selectmen 0-0)**
164 **(Recommended by the Budget Committee 15-0)**

165 No discussion was held.

166 Ms. Dole read Article 12 as follows:

167 **Article 12: ROAD CONSTRUCTION/RESURFACING/PAVING AND DITCHING**

168 To see if the Town will vote to raise and appropriate the sum of **two hundred and**
169 **thirty-five thousand dollars (\$235,000)** to be used for the construction,
170 reconstruction, paving, and ditching and/or resurfacing of town roads, and the
171 refurbishing of ditches and culverts. Proposed Town Road Projects including paving,
172 shimming, crack sealing etc. on a portion of Bow Lake Road (crack sealing) Church St,
173 Harmony Road, Jenness Pond Rd. in accordance with the Town's 2022 road plan. Said
174 amount to come from the unassigned fund balance as of December 31, 2022. **(Tax**
175 **Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
176 **Selectmen 0-0) (Recommended by the Budget Committee 14-1)**

177 Mr. Vaillancourt stated that he would like to see the road plan available at the
178 deliberative session.

179 Ms. Dole read Article 13 as follows:

180 **Article 13: RT 4 RECREATION COMPLEX IMPROVEMENTS**

181 To see if the Town will vote to raise and appropriate the sum of **thirty thousand**
182 **dollars (\$30,000)** to continue improvements to the complex including but not limited
183 to expansion of parking, improving drainage, loaming and seeding and general
184 equipment and improvements to the existing fields. Said amount to come from the
185 unassigned fund balance as of December 31, 2022. **(Tax Estimate \$0.00) (Majority**
186 **vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by**
187 **the Budget committee 15-0)**

188 No discussion was held.

189 Ms. Dole read Article 14 as follows:

190 **Article 14: TOWN MASTER PLAN UPDATE**

191 To see if the Town will vote to raise and appropriate the sum of **fifty-five thousand**
192 **dollars (\$55,000)** to continue updating of the Town's 2002 Master Plan. This sum will
193 provide an update and/or development up to four additional chapters. Thirty
194 thousand (\$30,000) to come from the unassigned fund balance as of December 31,
195 2022 and the balance of twenty-five thousand (\$25,000) to come from grants. **(Tax**
196 **Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
197 **Selectmen 0-0) (Recommended by the Budget committee 15-0)**

198 Mr. Vaillancourt commented that no funds will be raised by taxation for the update.

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199 Mr. Jandebaur explained that per state statute, the Town is required to have a Master
200 Plan, which is also used as guide for the Town. \$30,000 will be available from
201 the fund balance; the grant was recently applied for and was just awarded.

202 Mr. Vaillancourt commented that the Selectboard could have started the process.
203 He asked what would happen if the article does not pass and with “No means
204 No”.

205 Mr. Jandebaur stated that a warrant article passed last year in the amount of
206 \$18,000. With that money, two chapters have been completed and approved by
207 the Planning Board. With these two chapters, the Town meets the requirements
208 of the law; however, the Board really wants to encompass more chapters. He
209 stated that this process has been going on for 10 years and needs to be
210 completed. He continued to explain about the recent constraints and changes
211 to housing in NH and the changes of work force/senior housing.

212 Mr. Vaillancourt asked why the project was not executed by the Selectboard
213 and why it is presented as a warrant article. Chair McGuigan replied that is a
214 valid question for the Selectboard.

215 Mr. Chase commented that there seems to be an expiration date as some items have
216 been revisited with “No Means No” and voted on again; there are needs that remain
217 and there have been issues that needed to be addressed. Chair McGuigan commented
218 that that is called function funded.

219 A discussion was held regarding the new electronic sign. Ms. Dole stated that the
220 electronic sign was voted on in March.

221 Ms. Sanderson stated that the funds for the sign came from the Cable Expendable
222 Trust Fund.

223 Ms. Dole read Article 15 as follows:

224 **Article 15: FIRE RESCUE VEHICLE SPECIAL REVENUE FUND CAB AND CHASSIS**
225 **LEASE/PURCHASE**

226 To see if the Town will vote to raise and appropriate the sum of **two hundred**
227 **thousand dollars (\$200,000)** for the purchase of a new cab and chassis to replace the
228 existing 2013 cab and chassis and the transfer of the existing ambulance #1 patient
229 transport box on to the new cab and chassis and to authorize the withdrawal of
230 seventy-five thousand dollars (\$75,000) from the Fire Rescue Vehicle Special Revenue
231 Fund and further to authorize the Selectmen to enter into a four year lease/purchase
232 agreement for the balance of the one hundred and twenty-five thousand dollars
233 (\$125,000). The existing ambulance 1 cab and chassis will be retained for
234 construction of a new forestry/utility vehicle if article 16 is approved. **(Tax Estimate**
235 **\$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0/0)**
236 **(Recommended by the Budget Committee 11-4)**

237 No discussion was held.

238 Ms. Dole read Article 16 as follows:

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239 **Article 16 FIRE DEPARTMENT FORESTRY/UTILITY VEHICLE**

240 To see if the Town will vote to raise and appropriate the sum of **sixty thousand**
241 **dollars \$60,000** for the construction of a new forestry vehicle utilizing the existing
242 ambulance 1 cab and chassis and adding the necessary forest fighting and other
243 equipment to the vehicle and to authorize the withdrawal of sixty thousand dollars
244 (\$60,000) from the Fire Rescue Vehicle Special Revenue Fund. **(Tax Estimate \$0.00)**
245 **(Majority vote required) (Recommended by the Board of Selectmen 0/0)**
246 **(Recommended by the Budget Committee 10-5)**

247 No discussion was held.

248 Ms. Dole read Article 17 as follows:

249 **Article 17: FIRE APPARATUS LEASE/PURCHASE PAYMENT**

250 To see if the Town will vote to raise and appropriate **fifty-two thousand two hundred**
251 **thirty-seven dollars (\$52,237)** as the third payment on a 5-year lease/purchase
252 agreement for a Tanker Truck with said funds to come from the Fire Rescue Vehicle
253 Replacement Special Revenue Fund established for this purpose. If this article is
254 defeated the vehicle must be returned and the town loses the \$300,000 down payment
255 and all prior years payments. **(Tax Estimate \$0.00) (Majority vote required)**
256 **(Recommended by the Board of Selectmen 0-0) (Recommended by the Budget**
257 **Committee 15-0)**

258 No discussion was held.

259 Ms. Dole read Article 18 as follows:

260 **Article 18: FIRE RESCUE VEHICLE SPECIAL REVENUE FUND LEASE PURCHASE**
261 **PAYMENT**

262 To see if the Town will vote to raise and appropriate **twenty-six thousand two**
263 **hundred twenty-five dollars (\$26,225)**, as the third payment on a 7-year
264 lease/purchase agreement for an ambulance with said funds to come from the Fire
265 Rescue Vehicle Replacement Special Revenue Fund established for this purpose. If
266 this article is defeated the vehicle must be returned and the town loses the \$100,000
267 down payment and the first and second-year payment. **(Tax Estimate \$0.00)**
268 **(Majority vote required) (Recommended by the Board of Selectmen 0-0)**
269 **(Recommended by the Budget Committee 15-0)**

270 No discussion was held.

271 Ms. Dole read Article 19 as follows:

272 **Article 19: HIGHWAY DUMP TRUCK LEASE/PURCHASE PAYMENT**

273 To see if the Town will vote to raise and appropriate a sum of **twenty-six thousand**
274 **four hundred thirty-nine dollars (\$26,439)** for the fifth-year lease payment of the
275 seven-year lease/purchase agreement of a highway dump truck that was approved at
276 the 2019 Town Meeting. If this is defeated the vehicle must be returned and the town
277 loses all the money it has spent in prior years. **(Tax Estimate \$0.04) (Majority vote**
278 **required) (Recommended by the Board of Selectmen 0-0) (Recommended by the**
279 **Budget Committee 15-0)**

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280 No discussion was held.

281 Ms. Dole read Article 20 as follows:

282 **Article 20: HIGHWAY DEPARTMENT BACKHOE LEASE/PURCHASE PAYMENT**

283 To see if the Town will vote to raise and appropriate the sum of **twenty thousand two**
284 **hundred ninety-eight dollars (\$20,298)** for the fifth of five yearly payments for the
285 lease/purchase of the backhoe. This lease agreement was approved in 2018 and does
286 contain an escape clause so if the article is defeated the vehicle must be returned and
287 all prior expenditures will be lost. **(Tax Estimate \$0.03) (Majority vote required)**
288 **(Recommended by the Board of Selectmen 0-0) (Recommended by the Budget**
289 **Committee 15-0)**

290 No discussion was held.

291 Ms. Dole read Article 21 as follows:

292 **Article 21: EXPENDABLE TRUST FUND DEPOSITS**

293 To see if the Town will vote to raise and appropriate the sum of **one hundred and**
294 **twenty thousand seven hundred and seventy-eight dollars (\$120,778)**, to be
295 placed in the following existing expendable trust funds created under RSA 31:19 - a.
296 These amounts represent the amount of user fees deposited in the general fund in
297 2022 for these purposes, and the appropriation shall be funded by the withdrawal of
298 the sum from the unexpended fund balance as of December 31, 2022. Current
299 balance as of December 31, 2022: Cable \$113,729 Transfer Station \$192,663, and
300 Cemetery: \$65,800.

Cable	Transfer Station	Cemetery
Expendable Trust Fund	Expendable Trust Fund	Expendable Trust Fund
\$33,291	\$86,687	\$800

301 **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
302 **Selectmen 0-0) (Recommended by the Budget committee (0-0)**
303

304 Mr. Vaillancourt asked if the balance in the Cable Expendable Trust Fund reflected
305 the payment for the electronic sign.

306 Mr. Johnson stated that the balance due is approximately \$39,000, which has not
307 been paid out of the fund to date.

308 Ms. Dole read Article 22 as follows:

309 **Article 22: VESTED BENEFIT EXPENDABLE TRUST FUND DEPOSIT**

310 To see if the Town will vote to raise and appropriate the sum of **ten thousand dollars**
311 **(\$10,000)** to be added to the Benefit Vested Time Expendable Trust Fund previously
312 established. Said amount to come from taxation. Current balance as of December 31,
313 2022: \$24,178. **(Tax Estimate \$0.01) (Majority vote required) (Recommended by**
314 **the Board of Selectmen 0-0) (Recommended by the Budget Committee 15-0)**

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315 Mr. Vaillancourt asked what the Town's current liability is. Ms. Eastman replied that
316 it well exceeds the account balance by hundreds of thousands. Mr. Vaillancourt
317 requested that the amount be available for the deliberative session.

318 Ms. Dole read Article 23 as follows:

319 **Article 23: HIGHWAY EQUIPMENT CAPITAL RESERVE FUND**

320 To see if the Town will vote to raise and appropriate the sum of **forty thousand**
321 **dollars (\$40,000)** to be deposited into the previously established Highway Equipment
322 Capital Reserve Fund. Said amount to come from the unassigned fund balance as of
323 December 31, 2022. Current balance in this fund as of December 31, 2022: \$40,783.
324 **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
325 **Selectmen 0-0) (Recommended by the Budget Committee 15-0)**

326 No discussion was held.

327 Ms. Dole read Article 24 as follows:

328 **Article 24: POLICE EQUIPMENT CAPITAL RESERVE FUND**

329 To see if the Town will vote to raise and appropriate the sum of **six thousand dollars**
330 **(\$6,000)** to be deposited into the previously established Police Equipment Capital
331 Reserve Fund. Current balance in this fund as of December 31, 2022: \$29,369. **(Tax**
332 **Estimate \$0.01) (Majority vote required) (Recommended by the Board of**
333 **Selectmen 0-0) (Recommended by the Budget Committee 15-0)**

334 No discussion was held.

335 Ms. Dole read Article 25 as follows:

336 **Article 25: LAGOON MAINTENANCE AND REPAIR EXPENDABLE TRUST FUND**

337 To see if the Town will vote to raise and appropriate the sum of **five thousand nine**
338 **hundred and twenty-five dollars (\$5,925)** to be placed in the Lagoon Maintenance
339 and Repair Expendable Trust Fund and to fund this appropriation by authorizing the
340 withdrawal of that amount from the Lagoon Special Revenue Fund held by the
341 Northwood Treasurer. Current balance as of December 31, 2022: \$113,475 **(Tax**
342 **Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
343 **Selectmen (0-0) (Recommended by the Budget Committee (13-0)**

344 No discussion was held.

345 Ms. Dole read Article 26 as follows:

346 **Article 26: AQUATIC INVASIVE SPECIES PREVENTION EXPENDABLE TRUST**
347 **FUND**

348 To see if the Town will vote to raise and appropriate the sum of **eight thousand two**
349 **hundred and fifty dollars (\$8,250)** to be deposited into the previously established
350 Aquatic Invasive Species Prevention Expendable Trust Fund. Current balance in this
351 fund as of December 31, 2022, is \$1,027 **(Tax Estimate \$0.01) (Majority vote**
352 **required) (Recommended by the Board of Selectmen 0-0) (Recommended by the**
353 **Budget Committee 15-0)**

354 No discussion was held.

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355 Ms. Dole read Article 27 as follows:

356 **Article 27: AQUATIC INVASIVE SPECIES TREATMENT AND CONTROL**
357 **EXPENDABLE TRUST FUND**

358 To see if the Town will vote to raise and appropriate the sum of **twelve thousand**
359 **dollars (\$12,000)** to be deposited into the previously established Aquatic Invasive
360 Species Treatment and Control Expendable Trust Fund. Current balance in this fund
361 as of December 31, 2022 is \$308. **(Tax Estimate \$0.02) (Majority vote required)**
362 **(Recommended by the Board of Selectmen 0-0) (Recommended by the Budget**
363 **Committee 15-0)**

364 No discussion was held.

365 Ms. Dole read Article 28 as follows:

366 **Article 28: TERRESTRIAL INVASIVE SPECIES EXPENDABLE TRUST FUND**

367 To see if the Town will vote to raise and appropriate the sum of **ten thousand dollars**
368 **(\$10,000)** to be deposited into the previously established Terrestrial Invasive Species
369 Expendable Trust Fund. Current balance as of December 31, 2022 is \$3,645.
370 **(Majority vote required) (Tax Estimate \$0.01) (Recommended by the Board of**
371 **Selectmen 0/0) (Recommended by the Budget Committee 15-0)**

372 No discussion was held.

373 Ms. Dole read Article 29 as follows:

374 **Article 29: FACILITIES COMMITTEE EXPENDABLE TRUST DEPOSIT**

375 To see if the Town will vote to raise and appropriate the sum of **forty thousand**
376 **dollars (\$40,000)** to be deposited into the Facilities Committee Expendable Trust
377 Fund previously established for the maintenance, improvement, repairs, and
378 replacement of general government buildings including the Chesley Memorial Library.
379 Said amount to come from the unassigned fund balance as of December 31, 2022.
380 Current balance in this fund as of December 31, 2022: \$14,124. **(Tax Estimate**
381 **\$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0)**
382 **(Recommended by the Budget Committee 15-0)**

383 Mr. Vaillancourt asked if the Selectboard had provided a list of items and/or events
384 that occurred this year.

385 Ms. Sanderson replied no, there was no set designation; items were addressed as the
386 needs arose.

387 Mr. Johnson explained that this expendable trust fund has been depleted over the
388 past few years due to repairs and maintenance for the Town Hall and Community Hall.
389 He stated that the goal now is to rebuild the fund so there are resources available
390 should there be a major failure in a building or with a system. He added that they
391 have been able to maintain items better this year than in the past. In addition, ARPA
392 funds were available this year that were designated for some of the projects.

393 Ms. Dole read Article 30 as follows:

394 **Article 30: ROAD IMPROVEMENT EXPENDABLE TRUST FUND**

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395 To see if the Town will vote to raise and appropriate the sum of **fifty thousand dollars**
396 **(\$50,000)** to be deposited into the Roads Improvement Expendable Trust fund for
397 improvements to Town roads including but not limited to paving, installing and
398 replacing culverts, tree removal prior to road work, crack sealing, ditching, grading,
399 and full reconstruction, etc. Said amount to come from the unassigned fund balance
400 as of December 31, 2022. Said funds will be used for road improvement projects as
401 outlined in the Town's 2022 Road Surface Management Plan and for emergency road
402 repairs as they arise. The balance in this fund as of December 31, 2022, is \$98,858.
403 **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
404 **Selectmen (0-0) (Recommended by the Budget Committee 15-0)**

405 No discussion was held.

406 Ms. Dole read Article 31 as follows:

407 **Article 31: TOWN EMPLOYEE COST OF LIVING INCREASE**

408 To see if the Town will vote to raise and appropriate the sum of sixty-eight thousand
409 dollars (\$68,000) to cover the salary and benefits-cost associated with providing a 3%
410 COLA (cost of living adjustment) in 2023 for all town employees. Said amount to come
411 from taxation. **(Tax Estimate \$0.08) (Recommended by the Board of Selectmen**
412 **0/0) (Recommended by the Budget Committee 14-1)**

413 No discussion was held.

414 Ms. Dole read Article 32 as follows:

415 **Article 32: CREATING A FULL TIME CODE, COMPLIANCE AND BUILDING**
416 **INSPECTOR POSITON**

417 To see if the Town will vote to approve creating a full-time code, compliance and
418 building inspector position and to raise and appropriate the sum of **forty-two**
419 **thousand seven hundred (\$42,700)** to pay the additional wages and benefits not
420 included in the proposed operating budget and further to authorize the Select Board
421 and Budget Committee to include the necessary funds in future operating budgets to
422 support this new full-time position. Said amount to come from taxation. This position
423 is currently part time at approximately 25 hours/week. **(Tax Estimate \$0.05)**
424 **(Majority vote required) (Recommended by the Board of Selectmen 0/0)**
425 **(Recommended by the Budget Committee 15-0)**

426 No discussion was held.

427 Ms. Dole read Article 33 as follows:

428 **Article 33: CREATING A FULL TIME ASSISTANT LIBRARIAN**

429 To see if the Town will vote to approve creating a full-time assistant librarian position
430 and to raise and appropriate the sum of **twenty-five thousand four hundred**
431 **(\$25,400)** to pay the additional wages and benefits not included in the proposed
432 operating budget and further to authorize the Library Trustees and Budget Committee
433 to include the necessary funds in future operating budgets to support this new full-
434 time position. This position is currently part time at approximately 30 hours/week

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435 **(Tax Estimate \$0.03) (Majority vote required) (Recommended by the Board of**
436 **Selectmen 0/0) (Recommended by the Budget Committee 14-1)**

437 No discussion was held.

438 Ms. Dole read Article 34 as follows:

439 **Article 34: CREATING A FULL TIME TECHNOLOGY LIBRARIAN**

440 To see if the Town will vote to approve creating a full-time technology librarian position
441 and to raise and appropriate the sum of **twenty-five thousand eight hundred and**
442 **fifty dollars (\$25,850)** to pay the additional wages and benefits not included in the
443 proposed operating budget and further to authorize the Library Trustees and Budget
444 Committee to include the necessary funds in future operating budgets to support this
445 new full-time position. This position is currently part time at approximately 30
446 hours/week. **(Tax Estimate \$0.03) (Majority vote required) (Recommended by the**
447 **Board of Selectmen 0/0) (Recommended by the Budget Committee 13-2)**

448 No discussion was held.

449 Ms. Dole read Article 35 as follows:

450 **Article 35: CENTER SCHOOL REHABILITATION**

451 To see if the Town will vote to raise and appropriate the sum of **ninety-five thousand**
452 **dollars (\$95,000)** for the repair and restoration of the former Center School located at
453 818 1st NH Turnpike. Said project including but not limited to abating all hazardous
454 materials, “gutting” the building to the outside walls and studs, repairing the existing
455 foundation, removing the existing rear addition and constructing a new addition of
456 similar size to include one full appropriate sized ADA compliant bathroom and a small
457 kitchenet, replacing all insulation on all exterior walls and sheetrock and painting all
458 interior walls, upgrading all electrical, mechanical and plumbing systems to meet all
459 building and life safety codes. The finished building will be used for recreational,
460 leisure, meeting and other activities deemed appropriate by the Select Board. Said
461 amount to come from taxation **(Tax Estimate \$0.11) (Majority vote required)**
462 **(Recommended by the Board of Selectmen 0/0) (Not recommended by the Budget**
463 **Committee 0-15)**

464 Mr. Vaillancourt referred to the draft Budget Committee minutes and the inclusion of
465 an environment study completed for the Center School. He requested that this
466 information be made available prior to or at the deliberative session. Mr. Johnson
467 stated that he believed it was online; however, it will be made available.

468 Mr. Vaillancourt stated he appreciated the public hearing. He stated he hoped that it
469 showed he was prepared, and he asked questions that were useful, would help and
470 not taint the public. He thanked the Committee for their work and the opportunity of
471 the public hearing. Chair McGuigan stated that the Budget Committee is required by
472 law to hold a public hearing.

473 Ms. Dole read Article 36 as follows:

474 **Article 36: RAZE THE CENTER SCHOOL**

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475 In the event Article 35 fails, to see if the Town will vote to raise and appropriate the
476 sum of fifteen thousand dollars (\$15,000) to raze the former Center School building
477 located at 818 1st NH Turnpike next to the Town Hall and restore the property to a
478 level area. Said amount to come from taxation **If Article 35 passes this article will**
479 **be passed over. (Tax Estimate \$0.02) (Majority vote required) (Recommended by**
480 **the Board of Selectmen 0/0) (Recommended by the Budget Committee 15-0)**

481 No discussion was held.

482 Ms. Dole read Article 37 as follows:

483 **Article 37: NORTHWOOD'S 250TH ANNIVERSARY EXPENDABLE TRUST FUND**

484 To see if the Town will vote to raise and appropriate the sum of **seven thousand seven**
485 **hundred and thirty-eight (\$7,738)** to be deposited in the 250th Anniversary
486 Expendable Trust Fund. Said amount represents the revenue received from the sale of
487 250th Anniversary commemorative items by the 250th anniversary committee deposited
488 in the general fund in 2022. Said amount to come from the unassigned fund balance
489 as of December 31, 2022. The balance in the fund as of December 31, 2022 is \$8,591.
490 **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of**
491 **Selectmen 0/0) (Recommended by the Budget Committee 14-0)**

492 No discussion was held.

493 Ms. Dole read Article 38 as follows:

494 **Article 38: SNOWMOBILE CLUB TRAIL MAINTENANCE FUNDING REQUEST**

495 To see if the town will vote to raise and appropriate **five thousand dollars (\$5,000)** for
496 the support of the Northwood Crank Pullers Snowmobile Club's efforts maintaining 20
497 plus miles of Northwood Multi Use Trails. The all volunteer Northwood Club is 50
498 years old this year, has lost opportunities of traditional fundraising events, has
499 provided over 600 man hours of unpaid volunteer efforts in these trails since April,
500 with no assistance from DPW or the Recreation Department's staff or budgets.
501 Insurance, equipment maintenance and fuel costs keep rising so assistance is needed
502 to help defray some of the costs. Amounts to be raised by taxation. **(Tax estimate**
503 **\$0.01) This article is by petition. (Majority vote required) (Recommended by the**
504 **Board of Selectmen 0/0) (Recommended by the Budget Committee 13-1)**

505 No discussion was held.

506 With no further comments or questions from the public, Chair McGuigan closed the
507 public hearing at 7:48 p.m. and re-opened the work session.

508 **WORK SESSION:**

509 Chair McGuigan stated that the Committee will finalize the recommendation of the
510 Town operating budget.

511 **Article 10: 2023 OPERATING BUDGET**

512 Shall the Town raise and appropriate as an operating budget, not including
513 appropriations by special warrant articles and other appropriations voted separately,
514 the amounts set forth on the budget posted with the warrant or as amended by vote of
515 the first session, for the purposes set forth therein, totaling **four million twenty-two**

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516 **thousand six hundred and thirty dollars (\$4,022,630)** Should this article be
517 defeated, the default budget shall be **three million nine hundred and fifty-six**
518 **thousand five hundred and eighty-four. (\$3,956,584)** which is the same as last year,
519 with certain adjustments required by previous action of the town or by law; or the
520 governing body may hold one special meeting, in accordance with RSA 40:13, X and
521 XVI, to take up the issue of a revised operating budget only. **(Estimated Tax Net of**
522 **estimated revenue \$2.48) (Majority vote required) Recommended by the Board of**
523 **Selectmen 0-0) (Recommended by the Budget Committee 14-1)**

524 **Mr. Frye made a motion, seconded by Ms. Dole, to recommend Article 10, as**
525 **written.**

526 **VOTE: YES: KM. TC, PS, BW, EB, BY, MJ, GD, TW, BS, MF, BH, BC, MM.**
527 **NO: TJ. Motion passed, by roll call vote; 14/1.**

528 Chair McGuigan announced that the Budget Committee will meet tomorrow evening at
529 7:00 p.m. to address the School and all Districts.

530 **MINUTES:**

531 ***December 3, 2022***

532 **Ms. Dole made a motion, seconded by Ms. B. Smith, to approve the minutes of**
533 **December 3, 2022, as written. Motion carried by roll call vote; 14/0/1, Mr. Hall**
534 **was out of the room.**

535 ***December 5, 2022***

536 **Ms. B. Smith made a motion, seconded by Ms. Dole, the Committee voted**
537 **unanimously, by roll call vote, to approve the minutes of December 5, 2022, as**
538 **written.**

539 ***December 10, 2022***

540 **Ms. B. Smith made a motion, seconded by Ms. Dole, to approve the minutes of**
541 **December 10, 2022, as amended, with edits that due not alter the content of the**
542 **meeting. Motion carried by roll call vote; 14/0/1, Mr. Fry abstained due to**
543 **nonattendance.**

544 **RECESS:**

545 **On a motion made by Ms. B. Smith, at 8:00 p.m., and seconded by Ms.**
546 **Sanderson, the Committee voted unanimously, by roll call vote, to recess to**
547 **Thursday, January 12, 2023, at 7:00 p.m.**

548 Respectfully submitted,

549 

550 Land Use Administrative Assistant