

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

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

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

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

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

**TOWN PERSONNEL PRESENT:**

Selectman Vice-Chair Tim Colby, and Librarian Donna Bunker

**PUBLIC PRESENT**

James Vaillancourt, and Michael Smith

**MINUTES:**

The minutes were postponed to later in the meeting.

**2023 PROPOSED TOWN BUDGET**

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

Chair McGuigan read Article 21 as follows:

**Article 21: EXPENDABLE TRUST FUND DEPOSITS**

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

<b>Cable</b>	<b>Transfer Station</b>	<b>Cemetery</b>
<b>Expendable Trust Fund</b>	<b>Expendable Trust Fund</b>	<b>Expendable Trust Fund</b>
<b>\$33,291</b>	<b>\$86,687</b>	<b>\$800</b>

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

No discussion was held.

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

Chair McGuigan read Article 25 as follows:

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

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

No discussion was held.

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

Chair McGuigan read Article 37 as follows:

**Article 37: NORTHWOOD'S 250<sup>TH</sup> ANNIVERSARY EXPENDABLE TRUST FUND**

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

*Mr. Jandebour arrived at 6:41 p.m.*

No discussion was held.

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

Chair McGuigan read Article 38 as follows:

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

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

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

Mr. Jandebeur stated that he does not recall an article like this being presented before.

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

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

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

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

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

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

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

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

Chair McGuigan read Article 14 as follows:

**Article 14: TOWN MASTER PLAN UPDATE**

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

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

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

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

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

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

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

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

**PUBLIC HEARING**

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

Ms. Dole read Article 10 as follows:

**Article 10: 2023 OPERATING BUDGET**

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

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

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

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

Ms. Dole read Article 11 as follows:

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**Article 11: HIGHWAY EQUIPMENT TRAILER PURCHASE**

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

No discussion was held.

Ms. Dole read Article 12 as follows:

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

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

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

Ms. Dole read Article 13 as follows:

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

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

No discussion was held.

Ms. Dole read Article 14 as follows:

**Article 14: TOWN MASTER PLAN UPDATE**

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

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

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

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

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

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

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

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

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

Ms. Dole read Article 15 as follows:

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

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

No discussion was held.

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Ms. Dole read Article 16 as follows:

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

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

No discussion was held.

Ms. Dole read Article 17 as follows:

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

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

No discussion was held.

Ms. Dole read Article 18 as follows:

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

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

No discussion was held.

Ms. Dole read Article 19 as follows:

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

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

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No discussion was held.

Ms. Dole read Article 20 as follows:

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

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

No discussion was held.

Ms. Dole read Article 21 as follows:

**Article 21: EXPENDABLE TRUST FUND DEPOSITS**

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

<b>Cable Expendable Trust Fund \$33,291</b>	<b>Transfer Station Expendable Trust Fund \$86,687</b>	<b>Cemetery Expendable Trust Fund \$800</b>
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**(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget committee (0-0)**

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

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

Ms. Dole read Article 22 as follows:

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

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



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

Ms. Dole read Article 23 as follows:

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

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

No discussion was held.

Ms. Dole read Article 24 as follows:

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

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

No discussion was held.

Ms. Dole read Article 25 as follows:

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

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

No discussion was held.

Ms. Dole read Article 26 as follows:

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

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

No discussion was held.

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Ms. Dole read Article 27 as follows:

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

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

No discussion was held.

Ms. Dole read Article 28 as follows:

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

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

No discussion was held.

Ms. Dole read Article 29 as follows:

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

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

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

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

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

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Ms. Dole read Article 30 as follows:

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

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

No discussion was held.

Ms. Dole read Article 31 as follows:

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

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

No discussion was held.

Ms. Dole read Article 32 as follows:

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

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

No discussion was held.

Ms. Dole read Article 33 as follows:

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

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

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

No discussion was held.

Ms. Dole read Article 34 as follows:

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

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

No discussion was held.

Ms. Dole read Article 35 as follows:

**Article 35: CENTER SCHOOL REHABILITATION**

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

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

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

Ms. Dole read Article 36 as follows:

**Article 36: RAZE THE CENTER SCHOOL**

In the event Article 35 fails, to see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to raze the former Center School building

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located at 818 1<sup>st</sup> NH Turnpike next to the Town Hall and restore the property to a level area. Said amount to come from taxation **If Article 35 passes this article will be passed over. (Tax Estimate \$0.02) (Majority vote required) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 15-0)**

No discussion was held.

Ms. Dole read Article 37 as follows:

**Article 37: NORTHWOOD'S 250<sup>TH</sup> ANNIVERSARY EXPENDABLE TRUST FUND**

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

No discussion was held.

Ms. Dole read Article 38 as follows:

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

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

No discussion was held.

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

**WORK SESSION:**

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

**Article 10: 2023 OPERATING BUDGET**

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **four million twenty-two thousand six hundred and thirty dollars (\$4,022,630)** Should this article be defeated, the default budget shall be **three million nine hundred and fifty-six thousand five hundred and eighty-four. (\$3,956,584)** which is the same as last

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year, with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. **(Estimated Tax Net of estimated revenue \$2.48) (Majority vote required) Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 14-1)**

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

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

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

**MINUTES:**

*December 3, 2022*

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

*December 5, 2022*

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

*December 10, 2022*

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

**RECESS:**

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

Respectfully submitted,



Land Use Administrative Assistant