



**Northwood Board of Selectmen
Minutes of July 22, 2008**

Town Hall Northwood NH – July 22, 2008

Call to Order

Chairman Ken Curley called the meeting to order at 6:10 p.m.

Roll Call

Chairman Ken Curley, Selectman Alden Dill, Selectman Scott Bryer, and Town Administrator Paul Martel.

There was a problem with the recorder and ****Motion** Mr. Curley motioned to approve the use of the DVD as the public record for this meeting only. Seconded by Mr. Dill.** Further discussion was held regarding the purchase of a new system for recording meetings or repairing the current machine. Further information as to the costs of a new machine and if the cost would be covered from the cable trust fund was requested. **Motion passed unanimously; 3/0.**

Citizen's Forum

With no citizen's comments, the public portion was suspended.

Interview Office Assistant Position

The board interviewed Jaclyn Washburn for the office assistant position. ****Motion** Mr. Bryer motioned to hire Ms. Washburn at a pay rate of \$10.80 per hour. Seconded by Mr. Dill. Motion passed unanimously; 3/0.** Mr. Martel stated that he would like Ms. Washburn to begin employment tomorrow morning.

Town Administrator's Report

Police Chief's Resignation

Mr. Martel stated that Richard Cummings, chairman of the police commission, met with him this morning and announced that the police commission has accepted the resignation of Chief D'Alessandro, effective October 31. He explained that Lieutenant Drolet would become the acting chief.

Purchase Order ~ Lamprey Health Care

****Motion** Mr. Dill motioned to approve the purchase order in the amount of \$4,200. for the Lamprey Health Care. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.**

Financial Statements

Mr. Martel presented the board with the most recent financial statements for their review. Some discussion was held regarding a wage grant program. Mr. Bryer expressed concern regarding there only being 46% left in the current budget with 6 months left of the year. Mr. Dill asked if driving could be reduced. A budget meeting with department heads for police, highway, building, and fire will be scheduled regarding fuel lines and discussion of ways the town can save money.

Appointment with Ron Covey ~ Geese Problems

Mr. Covey met with the board regarding a problem he is having with geese on Jenness Pond. He notes that there has been a significant problem also at Lake Shore Farms. He explained that a fence has been placed around the pond that has helped some. There are 40-60 geese that are in



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the pond area now. A discussion was held regarding proper methods to rid the geese either by using pyrotechnics or goose repellants as the geese are a health hazard. Mr. Covey explained that the geese were not around during the July 4th holiday due to noise probably so he hopes that the use of the pyrotechnics will discourage the geese from returning. Mr. Martel stated that he contacted NH Fish and Game Department and the pyrotechnics can be used to discourage the geese. He added that a goose repellent is used by area golf courses. Mr. Covey explained that these are now migratory birds as they are there all year long. Mr. Covey explained the laws relative to the termination of the geese and this would not be an option as they are so close to roads and residences.

Mr. Covey stated that he contacted the police department and a permit should be issued. Mr. Bryer stated that there is a fireworks permit available; however, Mr. Covey replied that the fireworks permit is only for one day. He further explained the pyrotechnics permit allows him to discharge a round when necessary. He added that the process may not work this year; however, if effective he will re-apply next year and begin the process earlier.

The board agreed to allow Mr. Covey to proceed with using the pyrotechnics when necessary; however, Mr. Covey will contact the police department and neighbors when he plans to use this method. Mr. Covey requested that the town also notify the police department. He plans to begin the pyrotechnic process this Thursday. Fire discussion was held and determined that there should not be a problem as there is no ember.

Meeting with Highway Advisory Committee

Jim Wilson, Steve Bailey, and Tim and Bill Hurst both owners of Wallcott Paving were present.

A lengthy discussion was held regarding the suppliers for paving and cost increases. Mr. Bryer noted that last year the cost was \$368. and now it is \$647.50. It was explained that many suppliers cannot afford to make the mix any more and suppliers have gone to using an asphalt cement mix that comes from Venezuela. Mr. Hurst further explained that large contracts cannot be honored at this time. These producers are only asking for the increases to cover the differences of the mix not the fuel; reflections will be made should the cost decrease. The cost will now be \$8.97 more per ton. The original bid was \$58.

Mr. Wilson explained the road schedule for paving. He feels that there will be \$100,000 left from the projects planned with Old Pittsfield and Old Turnpike roads. As far as Blakes Hill Road, Mr. Wilson explained that this road work may have to wait. He noted that the project for Bennett's Bridge access road will be higher than expected. Mr. Bryer stated that the town will need to rely solely on FEMA for the Bennett Bridge project as the town cannot spend funds on any Class VI roads. Mr. Wilson stated that the access road must be opened. This will be further discussed at another time.

Mr. Bailey noted that the town is still on schedule with roads according to the Master Plan; however, other work may have to be put on hold. He explained that Blakes Hill Road has been damaged due to the logging that is occurring. Mr. Bryer stated that he feels that the people utilizing the road should be held liable for any damages. Mr. Bailey stated that the town should follow through with the bonding process. This too will be discussed at another time.



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Mr. Hurst stated that the town should continue and get the work done now while the cost is known. He will keep the road agent up to date and current with the costs. Mr. Hurst stated that after 25 years, this is the first time that they have ever had to increase their costs and he apologized.

Beaver Trapping

Mr. Wilson explained that there have been some problems with beavers around Harmony Hill Road and Old Turnpike Road. Mr. Wilson stated that this is causing some problems with clogging the culverts. He has found a trapper who will trap on town property for \$30 per beaver near the lodge to eliminate other animals being trapped or hurt.

Mr. Martel presented the board with a permit issued from the NH Department of Fish and Game. Mr. Wilson requested that the board sign the permit so the trapping can begin. ****Motion** Mr. Dill motioned to approve and allow Chairman Curley to sign the permit to begin trapping beavers. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.**

Town Administrator's Report (Continued)

Bow Street/Ridge Road Intersection

Mr. Martel explained that the police commission is encouraging the selectmen to talk to the state regarding installing a light at the intersection of Bow Street and Ridge Road. Mr. Dill noted that the state has said that this is a town matter. He noted that some signs have been moved; however, there are still signs blocking views as well as the church's landscaping under their sign that is built up. He added that there have been two letters sent to the church from the building department regarding the sign. Mr. Curley asked about the right of way and noted that it is the town's right of way since the state has stated that it is a town matter. Mr. Bryer stated that Rte.4 is a state road.

Mr. Martel stated that there is a state law that there must be 400' of line of site either side that is a right of way on each side of a driveway or town road going into a state road. Mr. Dill stated that there is only 150'. Eminent domain was mentioned. Mr. Curley asked who enforces the matter. Mr. Dill replied code enforcement and they are involved; however, the process has been going on for 2 years. Mr. Curley noted that this is a safety issue. Mr. Dill noted that Don Gardiner will be following up on the matter. Mr. Bryer explained that the next step would be to contact town counsel. Mr. Dill also noted that the road agent did have some difficulties this past winter with line of site in areas of town while plowing. Mr. Dill added that signs have a tendency to grow in town and then they become a safety issue.

Cemetery Trustee – Letter of Resignation

Mr. Martel presented the board with a letter of resignation received from Doug Reckard, cemetery trustee. Mr. Martel noted that Mr. Reckard would not be seeking re-election March, 2009. He added that Mr. Reckard has recommended that a new position be created for an administrator for the cemetery trustees. Further discussion was held regarding a new position and the fact that the cemetery budget is offset by revenues.



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Transfer Station Roof

Mr. Martel explained that Steve Preston has stated that the roof over the compactor at the transfer station is leaking and he has requested to begin repairing the roof. Mr. Martel stated that Steve Bailey has the materials already and has spoken to Bruce Hodgdon.

Mr. Curley called for a recess at 7:15 p.m. Session resumed at 7:20.

Appointment

Georgiana Elsen, Diane Colgate, Jim and Barbara Souhlaris met with the board relative to a financial issue regarding Map 125; Lot 57.

Non-Public Session

7:25 p.m. ****Motion**** Mr. Curley made a motion, seconded by Mr. Bryer, to go into a non-public session under RSA 91-A:3II(c).

Roll Call Vote:

Selectman Dill - yes

Selectman Bryer - yes

Selectman Curley-yes

Motion passed unanimously; 3/0.

****Motion**** Mr. Dill made a motion, seconded by Mr. Bryer, to come out of non-public session at 8:40 p.m. Motion passed unanimously; 3/0.

****Motion**** Mr. Bryer made a motion, seconded by Mr. Dill, to seal the minutes of the non-public session. Motion passed unanimously; 3/0.

Interview Human Services Director Position

The board interviewed Amy Cannon for the position of Human Services Director in non-public session. ****Motion**** Mr. Dill motioned to hire Ms. Cannon effective 7/22/08, at the pay rate of \$14.93 per hour, pending a background check. Seconded by Mr. Curley. Motion passed unanimously; 3/0.

Town Administrator's Report (Continued)

Transfer Station Roof (Continued)

Mr. Martel explained that Bruce Hodgdon will be assisting with the repairs. Mr. Bryer asked about statistics regarding the cost savings that have occurred with the new programs of recycling plastics. Mr. Martel noted positive feedback from Mr. Preston regarding the plastics program.

Additional discussion was held regarding removing the small green building that was previously used as a storage area for batteries. The board agreed that both projects were okay to proceed.

Pot Hole Damage

Mr. Martel explained that a letter has been received regarding damages sustained to a car from a pothole on Bow Lake Road. The person has requested reimbursement for the damage to the car. Mr. Bryer stated that once the town has been notified action must be taken to repair the pothole. Mr. Martel stated that he did contact the road agent and the pothole has been repaired. Mr.



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Martel will send a letter to the person notifying them that the town has a policy against reimbursements to damages from town roads.

Woodman Park Study Committee

Mr. Martel stated that he has received a letter from Jim Hadley requesting to be named as a resident to the Woodman Park Committee. Mr. Bryer stated that notification needs to be advertised. ****Motion** Mr. Bryer motioned to name Jim Hadley to the Woodman park Study Committee. Seconded by Mr. Dill.** Discussion ensued regarding the committee and members. Mr. Dill recalled that the committee was to total 5 members from conservation commission, recreation committee, facilities committee, and two residents within the Lucas pond School Lot area. **Motion passed unanimously; 3/0.**

Volunteer Nominations

Mr. Martel stated that the Local Government Center is looking for nominations for volunteer of the year award.

Consent Calendar

Abatement Map 110; Lot 28

****Motion** Mr. Bryer motioned, seconded by Mr. Dill, to approve the abatement of \$19.23 for Map 110; Lot 28. Motion passed unanimously; 3/0.** The abatement was signed by the board.

Timber Tax Levy (extension)

Mr. Martel presented the board with a request for an extension for timber tax. ****Motion** Mr. Bryer motioned to approve the timber tax levy extension in the amount of \$1,310.56. Seconded by Mr. Dill. Motion passed unanimously; 3/0.**

Volunteer Application

Mr. Martel presented the board with a volunteer application from Shelly Todd for the recreation commission. ****Motion** Mr. Dill motioned to approve Shelly Todd as a volunteer to the recreation commission. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.**

Business Record Management Services

Mr. Martel explained that he has reviewed options for record retention for the town. He presented the board with a few quotes and Archive America is the least expensive and the records are shipped to the town hall the next day, all performed by a bar coding process. This process would keep the records from the elements. Mr. Martel stated that Archive America is .23 per sq. ft. or \$60. per month. The town would store 50-100 boxes with the town conducting the inventory process. The board agreed that this is a good short term solution. ****Motion** Mr. Bryer motioned to approve Archive America for the town's record retention system. Seconded by Mr. Dill. Motion passed unanimously; 3/0.**

Payroll Manifest

Payroll Manifest in the amount of \$633.19. ****Motion** Mr. Dill motioned to approve the payroll manifest. Seconded by Mr. Bryer. Motion passed unanimously; 3/0.** Mr. Bryer noted that the consent calendar needed to be amended. The payroll manifest was signed by the board.



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Vendor Manifest

Vendor Manifest in the amount of \$374,493.47. ****Motion**** Mr. Dill motioned to approve the vendor manifest. Seconded by Mr. Bryer. Motion passed unanimously; 3/0. The vendor manifest was signed by the board.

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July 8, 2008

****Motion**** Mr. Bryer motioned to approve the minutes of July 8, 2008, as written. Seconded by Mr. Curley. Motion passed; 2/0/1. Mr. Dill abstained, as he was not at the meeting.

All other minutes were postponed.

Selectmen's Comments

Mr. Bryer stated that he feels that the new hires will do a great job. He added that he prefers not to hire personnel until the background checks are completed.

Mr. Dill asked about the progress of the recreation fields as he feels that not much work has been done lately. He expressed concern with bids and fuel costs and requested that Mr. Martel give Hodgdon a call to confirm that the fields will be completed when the contract expires as it was extended to August 1.

Non-Public Session

8:50 p.m. ****Motion**** Mr. Bryer made a motion, seconded by Mr. Dill, to go into a non-public session under RSA 91-A:3II(c).

Roll Call Vote:

Selectman Dill - yes

Selectman Bryer - yes

Selectman Curley - yes

Motion passed unanimously; 3/0.

****Motion**** Mr. Dill made a motion, seconded by Mr. Bryer, to come out of non-public session at 9:05 p.m. Motion passed unanimously; 3/0.

****Motion**** Mr. Bryer made a motion, seconded by Mr. Dill, to seal the minutes of the non-public session. Motion passed unanimously; 3/0.

9:05 p.m. ****Motion**** Mr. Dill motioned to adjourn, seconded by Mr. Bryer. The motion passed unanimously; 3/0.

Respectfully submitted,

Lisa Fellows-Weaver
Board Secretary