



Northwood Board of Selectmen Meeting Minutes of April 3, 2007

Town Hall Northwood NH – April 3, 2007

Call to Order

Chairman Bryer called the work session to order at 6:00p.m.

Roll Call

Chairman Scott Bryer, Selectman Alden Dill, Selectman Ken Curley, and Town Administrator Harriet Cady.

Meeting with Town Counsel

****Motion**** Mr. Curley motioned to suspend the meeting at 6:02 p.m. to talk with legal representation. Seconded by Mr. Dill. Selectman Bryer made the motion unanimous; 3/0.

6:33 p.m. Session resumed.

Work Session Business

Mr. Bryer noted that the most crucial business to be addressed is the town's budget. Discussions were held as the board reviewed the budget and actions were as follows:

- Elected officials: remain with the same stipend as last year.
- Trustees of the Trust Funds: Same as selectmen's budget.
- Town Clerk-Tax Collector: ****Motion**** Mr. Curley motioned for the salary to be \$46,938. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Treasurer: ****Motion**** Mr. Curley motioned for the stipend to be \$5,830. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Primex/Health Savings: ****Motion**** Mr. Curley motioned \$18,125. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.** (This figure to be distributed evenly amongst all health plans.)
- Executive Secretary: ****Motion**** Mr. Curley motioned to reduce line 41309/111 by \$5,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Building Inspector/Code Enforcement Officer: ****Motion**** Mr. Curley motioned to reduce line 42401/112 by \$2,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Contracted Services: ****Motion**** Mr. Curley motioned to reduce line 42401/330 by \$3,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
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- Office Equipment: ****Motion**** Mr. Curley motioned to reduce line 42401/690 by \$500. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Insurances: ****Motion**** Mr. Curley motioned to reduce line 41961/520 by \$5,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Workers Compensation: ****Motion**** Mr. Curley motioned to reduce line 441552/260 by \$1,431. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Snow Removal: ****Motion**** Mr. Curley motioned to reduce line 43125/390 by \$10,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Legal Services: ****Motion**** Mr. Dill motioned to reduce line 41531/320 by \$5,000. **Seconded by Mr. Curley. Mr. Bryer made the motion unanimous; 3/0.**
- Planning Board Contracted Services: ****Motion**** Mr. Dill motioned to reduce line 41911/311 by \$1,000. **Seconded by Mr. Curley. Mr. Bryer made the motion unanimous; 3/0.**
- Legal Police Commission: ****Motion**** Mr. Curley motioned to reduce line 42112/320 by \$1,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**

Recess

****Motion**** Mr. Curley motioned to recess at 8:00 p.m. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.** Session resumed at 8:05 p.m.

- Planning Board Legal: ****Motion**** Mr. Dill motioned to reduce line 42112/320 by \$2,500. **Seconded by Mr. Curley. Mr. Bryer made the motion unanimous; 3/0.**
- Police Vehicle Rep: ****Motion**** Mr. Curley motioned to reduce line 42112/660 by \$1,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- Police Training and Travel: ****Motion**** Mr. Curley motioned to reduce line 42112/820 by \$1,000. **Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**
- T.A.N.: ****Motion**** Mr. Dill motioned to reduce line 47231/340 by \$8,729. **Seconded by Mr. Curley. Motion was rescinded as was the second.**
- T.A.N.: ****Motion**** Mr. Curley motioned to reduce line 47231/340 by \$5,000. **Seconded by Mr. Dill. Motion was unanimously passed; 3/0.**
- Books & Periodicals: ****Motion**** Mr. Curley motioned to reduce line 45501/670 by \$3,729. **Seconded by Mr. Dill. Motion was unanimously passed; 3/0.**

Reduced Total: \$61,652.00/Budget total was \$2,905,000 and was reduced by \$61,652.



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Town Administrator's Report:
Ms. Cady will contact Primex.

CDBG Recipient Agreement:

Ms. Cady requested a motion for the chairman to sign the recipient agreement for the CDBG.
****Motion** Mr. Curley motioned for Mr. Bryer to sign the recipient CDBG agreement. Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.**

Purchase Order-Brett Purvis

Ms. Cady presented the board with a blanket purchase order for \$30,934 for the remainder of the contract for Brett Purvis, the town's assessing firm. ****Motion** Mr. Bryer motioned for the chair to sign the purchase order for \$30,934 for Brett Purvis, which is the remainder of the contract for the town's assessing. Seconded by Mr. Dill. Mr. Curley made the motion unanimous; 3/0.**

Fee Revisions

Mr. Bryer noted that the fees need to be revised and should be done at the next meeting.

Website Terms of Use Policy

The Website Terms of Use Policy Service was adopted and signed by the board.

Zoning Board Appointments

Appointments were signed for the following ZBA members:

- Andrea Korson for a three year term
- Jean Lane for a two year term

Purchase Orders

Ms. Cady presented the board with the following purchase orders:

- Rochester V.N.A. for \$5,375.
- Rockingham Community Action Program for \$7,914.

The PO's were signed.

Exemptions

Ms. Cady presented the board with the following exemptions:

- Veterans exemption for Patricia Durkin in the amount of \$250
- Elderly exemption for Beverly Freeman
- Current Use application for Robert Fletcher
- Veterans exemption for Robert Fletcher for \$250 for Map 223; Lot 1
- Veterans exemption for Robert Fletcher for \$250 for Map 123; Lot 8

All were signed by the board.

Timber Tax Levy

Ms. Cady presented the board with a timber intent to cut and extension for David Geer, also a new intent to excavate for 2007-2008 for Steven Anthony, and an intent to cut timber for John Bateman. These were all signed by the board



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Risk management Training Session

Ms. Cady stated that she attended the training session for risk management and is now certified so to allow the town to receive grants. Another training session will be held in August and she recommend that Mr. Wilson and Mr. Hickey attend.

Teen Center

Mr. Bryer stated that he was contacted by Anne Bailey from NHDES regarding the need for a permit before tearing down the teen center. He requested that Ms. Cady follow up by calling the contacts he had.

Correspondence

General correspondence is reviewed.

Non Public Session:

8:55 p.m. ****Motion**** Mr. Curley to go into a non-public session under RSA 91A:3II(c), personnel.

Seconded by Mr. Dill.

Roll Call Vote:

Selectman Curley – yes

Selectman Dill – yes

Selectman Bryer – yes

Motion passed; 3/0.

9:05 p.m. ****Motion**** Mr. Curley motioned to come out of the non-public session. Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.

****Motion**** Mr. Curley motioned to seal the minutes of the non-public session. Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.

Non Public Session:

****Motion**** Mr. Curley to go into a non-public session under RSA 91A:3II(c), wages. Seconded by Mr. Dill.

Roll Call Vote:

Selectman Curley – yes

Selectman Dill – yes

Selectman Bryer – yes

Motion passed; 3/0.

****Motion**** Mr. Curley motioned to come out of the non-public session. Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.

****Motion**** Mr. Curley motioned to seal the minutes of the non-public session. Seconded by Mr. Dill. Mr. Bryer made the motion unanimous; 3/0.



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Motion to adjourn the meeting was made by Mr. Curley and seconded by Mr. Dill. Motion failed as there was no vote taken.

Manifest:

Ms. Cady presented the board with the vendor manifest for \$59,959.14. ****Motion**** Mr. Bryer motioned to approve the vendor manifest for \$59,959.14. Mr. Curley seconded. Mr. Dill made the motion unanimous; 3/0.

LGC and Wage Study

A discussion was held regarding the wage study. Ms. Cady was instructed to place copies of the wage study for the town hall, police commission, selectmen, and trustees of the library. Ms. Cady was also instructed to request that Barry Cox attend the next meeting.

Health Plan

Ms. Cady explained that a meeting will be held Monday, April 9 with employees and Shelly Walts and Carl Webber regarding health plans.

Supervisor of the Transfer Station

A discussion was held regarding the full time position for the transfer station. Mr. Bryer explained that he supported the position from the beginning; however, due to the fact that the count was redone he could not go against the voters wishes. Mr. Dill and Mr. Curly were inclined to support the full time position as they see the need.

Recycling Committee:

A discussion was held regarding reestablishing the recycling committee so that there can be direction for the town to recycle.

Motion to adjourn the meeting was made at 9:35 p.m. Motion passed unanimously; 3/0.

Respectfully Submitted,

Lisa Fellows-Weaver
Board Secretary