

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN'S MEETING
Northfield Town Hall
21 Summer Street
Northfield, NH 03276
February 14, 2006**

Minutes

Present: Chairman Dearborn, Sel. Knowlton and Sel. Bluhm. Chairman Dearborn called the meeting to order at 7:05 p.m. Also present J. Fulweiler, S. Hilliard and M. Summersett.

I. General Business:

The Board reviewed and approved accounts payable and payroll manifests.

The Board reviewed general correspondence.

Motion by Sel. Knowlton, second by Sel. Bluhm to accept and place on file the minutes of the February 7, 2006 Board of Selectmen's Meeting. Motion adopted.

II. Public Appointments:

J. Teutch met with the Board to discuss his interest in serving on Town Land Use Boards.

III. Highway Department:

M. Summersett requested a non-public session to discuss a personnel matter.

The Board discussed the Town's policy of performing maintenance for the Northfield Sewer District and subsequent liability for workers compensation, property liability, lack of training and lack of required safety equipment. The Board agreed that after all of the annual meetings, i.e. Fire, Town, School District, that the Board invite the Sewer District Commissioners to meet and discuss the sewer work.

IV. Other Business:

The Board discussed the recent formula committee meeting.

Motion: Motion by Sel. Dearborn, second by Sel. Bluhm that the Board strongly endorses the compromise formula that will be presented to the voters at the March School District Meeting.

Vote: Motion adopted unanimously.

Current Formula	Northfield	Sanbornton	Tilton
Fixed %'s	37.75%	24.50%	37.75%

Proposed Phase-in Formula to get to a 70%ADM/30%EV self adjusting formula which is based upon each town's percentage of average daily membership (student population) and Total Equalized Valuation (taxable property value).

	Northfield	Sanbornton	Tilton
Year 1 - Fixed %'s	38.50%	25.25%	36.25%
Year 2 - Fixed %'s	39.25%	26.00%	34.75%
Year 3 - Fixed %'s	40.00%	26.75%	33.25%
Year 4 & Year 5	Formula based upon 70%ADM/30%EV		

The Board will hold an open forum on Tuesday, February 28, 2006 to discuss the formula with interested residents.

The Board discussed the TN Fire District Warrant Articles from their 2005 Annual meeting as citizens have raised questions and concerns about the adoption of the Equipment Special Revenue Fund and the lease/purchase of two vehicles without a warrant article. The Board agreed to have Sel. Bluhm contact the Town's legal counsel to ask questions about the procedures followed.

There has still been no response yet to the Board's appeal to FEMA for funding for Oak Hill Road Bridge.

There was discussion about Cross Mill Village Associates development. The Board agreed to contact the Planning Board and the Code Enforcement Officer to obtain further information.

The Board approved and signed the 2006 Town Meeting Warrant.

V. Non Public Session:

Motion was made by Sel. Knowlton and second by Sel. Bluhm to enter non-public session under RSA 91-A3, II (a). Motion adopted unanimously on a roll call vote. The Board entered non-public session at 8:17 p.m. Present in addition to the three Board members were J. Fulweiler, M. Summersett and S. Hilliard. Motion was made by Sel. Knowlton and second by Sel. Bluhm to seal

the minutes because divulgence of the information likely would affect adversely the reputation of any person other than a member of the Board. Motion adopted unanimously on a roll call vote. Motion by Sel. Bluhm, second by Sel. Knowlton to reconvene the public session. Motion adopted unanimously on a roll call vote. The Board reconvened the public session at 8:44 p.m.

VI. Other Business (cont.)

J. Fulweiler asked the Board for clarification on the Town's policy of no public parking at the Northfield Highway Garage parking lot.

Motion: Motion made by Sel. Knowlton and second by Sel. Bluhm to designate the Highway Garage yard as an "Authorized Parking Only. Unauthorized Vehicles Will Be Towed".

Vote: Motion adopted unanimously.

VII. Adjournment: The Board adjourned the meeting at 9:30 p.m.

Note: The Board of Selectmen will not be meeting on Tuesday, March 7, 2006.

**TOWN OF NORTHFIELD
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February 21, 2006**

Minutes

Present: Sel. Knowlton and Sel. Bluhm. Chairman Dearborn was excused. Sel. Knowlton called the meeting to order at 7:05 p.m. Also present J. Fulweiler and M. Summersett.

I. General Business:

The Board reviewed and approved accounts payable and payroll manifests. The Board reviewed general correspondence.

IV. Public Hearing:

At 7:09 p.m., Sel. Knowlton opened the public hearing on the adoption of the provisions of RSA 162-K, Municipal Economic Development and Revitalization Districts; Establishment of a Route 140 Corridor Development District (RSA 162-K:5); Establishment of a development program (RSA 162-K:6); and, Establishment of a tax increment-financing plan (RSA 162-K:9). The proposed district boundaries encompass the 33 parcels along the Route 140 Corridor.

Present during the public hearing were Neil Cannon and Peter Phipps from CRDC, J. Fulweiler, M. Summersett, D. Dickson, C. Hunt and G. Hill. Copies of the following document have been made available to the public: Development Program and Tax Increment Financing Plan, Route 140 Corridor Tax Increment Financing District prepared by Capital Regional Development Council, February 2006.

N. Cannon and P. Phipps made a presentation to explain the Tax increment financing statute (RSA 162-K) which allows municipalities to define TIF Districts and utilize the future tax revenues gained from "incremental assessed value" (above value at time of District establishment) to pay for improvements within the district. There are size limitations for the amount of acreage in the district and the amount of assessed value. All TIF actions must be adopted by Town Meeting with proper public hearings. TIF revenue can be used to pay debt service on bonds or other debt that is used to make public improvements in the TIF district. TIF revenue can also be used to pay for operation and maintenance

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February 21, 2006

expenses for the new public improvements constructed in the District. When calculating potential revenue, the state education tax is excluded, therefore TIF revenue is composed of Town, County, Fire and local education tax rate divided by \$1,000 times the incremental assessed value. An example of how the TIF works based upon a \$1 million dollar bond to pay for sewer improvements. The annual debt service on that bond for 20 years at 5% interest would be \$80,243. Using a TIF tax rate of \$.01665, you would need new development assessed at \$4,819,375 to retire that debt. The Town's Development Plan proposes to use only 50% of new value so new development would have to be valued at \$9,638,749 to retire the debt.

There are four steps to implementing a TIF district. The Town must adopt by majority vote 1) to adopt the provisions of RSA 162-K, Municipal Economic Development and Revitalization Districts by a majority vote; 2) to establish the boundaries of the district; 3) to approve the development plan; and 4) to approve the financing plan. The total acreage of the TIF district cannot exceed 5% of the municipality or taxable assessed value cannot exceed 8% of the Town's total taxable assessed value. Improvements must be included within the district. Parcels with planned or potential development can be included. The Town can vote to expand the District's boundaries in the future if needed. This proposed TIF district includes 33 parcels abutting Route 140. The current assessed value of the parcels in the district is 2005 is \$9,947,866 or 3.4% of the Town's total net assessed value of \$293,433,094. The land area is 360.4 or 1.9% of the Town's 18,496 acres.

At 7:30 p.m. Sel. Knowlton closed the public hearing and opened the public hearing on a presentation on the findings of public benefit for the creation of the Route 140 Corridor Tax Increment Financing District, Development Program and Tax Increment Financing Plan; and, in accordance with RSA 33:8 and :8-a, authorization for the issuance of not more than \$930,000 in bonds and notes for purposes of constructing the improvements in the plan; and, further, to authorize the Board of Selectmen to issue and negotiate such bonds or notes and determine the rate of interest thereon.

N. Cannon explained the objectives of the Program and Plan are to create opportunities for business expansion; enhance employment opportunities and expand the property tax base. The proposed improvements are to construct 3,600 linear feet of gravity sewer, 1,700 linear feet of force main to the WRBP interceptor, and a pumping station. The project budget consists of \$1,030,700 estimated construction costs, \$121,810 design engineering fees, and \$250,676

of other costs, including permitting, fees and testing for a total project cost of \$1,403,186. The Town proposes to apply for a CDBG economic development grant that would reduce the amount that would need to be bonded, therefore reducing the amount of annual debt service. TIF district maintenance expenses of \$15,000 per year are included for an annual TIF burden of \$89,584. Using 50% of required incremental value, the District would need \$8,959,063 in revenue (the tax revenue received on new assessed value) to make annual debt service payments.

The Plan also addresses environmental issues such as protection of the aquifer. It is consistent with the Town's Master Plan by protecting natural resources and promotes responsible growth along the Route 140 corridor. This warrant article has very specific language to protect the Town. A binding agreement with a developer must be secured prior to any design or construction to ensure that the developer will be responsible for paying the debt service. Also, the Town will secure additional sources of funding for construction. The proposal will reduce the reliance on the residential property tax base.

C. Hunt asked why this project was being proposed now since there hasn't been any development. Mr. Cannon responded that the existing 3 sewer connections are not efficient, the WRBP will not allow any more connections. If and when a public sewer is constructed, the existing connections must be hooked into the new sewer. The land area is not suitable for septic systems. Sewered lots would allow for more density, thus more taxable square footage. The Town is positioning itself to be ready for development.

P. Phipps provided a more detailed explanation of the sewer improvements in response to a question from D. Dickson.

J. Fulweiler commented that she received telephone calls from two property owners in the proposed district who spoke in favor of the plan.

Both Sel. Knowlton and Sel. Bluhm stated that the Board of Selectmen strongly support the warrant articles. This is an excellent opportunity for the Town to invest in infrastructure improvements at no cost to the taxpayer. The Town is positioning itself to take advantage of opportunities as they come along. The TIF revenues can only be used for sewer improvements. The Town will be protected by an ironclad developer's agreement/performance guarantee.

There being no further public comment, Sel. Knowlton closed the public hearing at 8:15 p.m.

V. Highway Department:

M. Summersett present. The Board received copies of the Oak Hill Bridge bid results. L. Martin will meet with the Board next week to discuss.

M. Summersett discussed filling the two vacant positions immediately following Town Meeting.

There was discussion of a no smoking policy at the Recycling Building. The Board agreed that smoking would be prohibited in the recycling buildings during the hours the facility is open to the public.

VI. Town Administration:

J. Fulweiler reported on the recent Joint Loss Management Safety Committee Meeting and the concerns raised about improper training and equipment for confined space entry. The Board instructed J. Fulweiler contact the Town's worker's compensation insurance carrier for assistance.

V. Adjournment: The Board adjourned the meeting at 9:15 p.m.