

**Town of Northumberland  
Board of Selectmen  
Meeting Minutes  
Date: Monday, April 16th, 2018  
Place: Selectmen Meeting Room – 10 Station Square  
Time: 6:00 P.M.**

Board Members present: Michael Phillips, Jim Weagle, Chris Wheelock  
Others: Elaine Gray, Robin Irving, Ron & Linda Caron, Nancy Merrow, Debbie Goulet, Pete Marshall, Joseph Kennett, Al Rossetto, Blaine Hall, Tom Campbell, Melinda Kennett, Sam Oakes, Jim Gibson, Mary Ellen Annis, Rebecca St. Cyr – Recorder

**1. Chairman opens the meeting:** J. Weagle opened the meeting at 6:00 PM

**2. Acceptance of Minutes:**

Motion to accept the April 2, 2018 minutes by: C. Wheelock  
2<sup>nd</sup> by: M. Phillips, All in Favor 3-0

**3. Selectmen Business:**

a. Department Head Business: Ambulance and Police Departments

Jim Gibson – EMS Chiefs Report – 04/16/2018

1. 2018 we have had 162 calls to date.  
29 Transfer requests; 8 transfers accepted, 21 transfers declined YTD.
2. 2017 there were 152 calls for the same time-period  
40 Transfer requests; 26 transfers accepted, 14 transfers declined YTD.
3. As you can see we have declined 21 transfers to date due to inadequate personnel.
4. We are currently up by 10 calls from last year's numbers. Things are picking up.
5. Comstar report: as of 4/16/2018, \$67,347.63 has been collected. Becky Craggy's report includes town contracts paid for a total revenue of \$59,556.99 to date.
6. We will be hosting a State practical for our EMT class and others in the region that need to test on Wednesday the 18<sup>th</sup> at the Elementary School.
7. A1 was driven to Rumford, ME on Friday to be photographed for paint damage by the ambulance company we received it from. Monday (today), it will be brought into the paint shop for an appraisal for the warranty. This unit is still under warranty and we are pushing for a full repaint of the vehicle. We were advised, we will not get it back until it is right, so we currently only have 2 ambulances to run calls.

Chief Pelletier - Police Department -

Officer Denis Miccuci was hired in January; he graduates from the Police Academy this week. He will be working full time; however, he will be on with another officer for a while.

Chief Pelletier has changed his scheduled to accommodate the busy hours and our dependence on the State Police.

Since March 19<sup>th</sup>, we've opened 6 more cases, made 2 arrests, and have a warrant pending. In 2018, we have 22 open investigations, 6 arrests and 10 warrants pending. 6 MV accidents, not all the arrests have been resolved in court yet.

There is an 8-12 week lead time to get the new cruiser, Chief Pelletier is working with North Country Ford. The Board gave him the go ahead to get it ordered.

C. Wheelock asked about the ATV grant for enforcement from last year. Pelletier said he applied for it last year; but didn't apply for the same one this year. We didn't have the manpower to make it happen - we did the best we could with the enforcement we had last year. Doesn't like taking money from the State and then not utilizing it. Hoping to do better this year with the new officer coming on. Wheelock said Chief Pelletier may hear from Larry Meservey regarding applying for a program through Polaris, which helps communities with providing a law enforcement ATV.

- b. Discussion of office summer hours - M. Kennett said the crews have started their summer hours, we talked about having summer hours in the office as well. We have great hours now but thought we would bring it up. A possibility would be to work 4 - 10 hours days; closed on Friday. The office hasn't tried this in the past. C. Wheelock - since he received the email about it, he polled some people, and some would have a hard time getting there with the current hours; in general, the reaction wasn't good. People who come up on the weekend wouldn't be able to get in on Friday. M. Kennett further discussed. J. Weagle commented there are deadlines on Friday. He suggested rotating the schedule so that someone is there. E. Gray suggested 8:00 - 5:30 Monday - Thursday and Friday 8:00 - 12:00. M. Kennett said her predecessor closed at noon on Friday. The Board recommended staying with the current hours.
- c. Discussion of upcoming Municipal Review meeting with DRA - A meeting scheduled for Thursday, April 19th at 1:00 pm, for approx. 1 hour. The public is welcome to attend, but there won't be any questions allowed. Questions can be sent in ahead of time to a Board member. It will be held at 10 Station Square. A. Rossetto submitted his question - in 2017 his solar array doubled in the assessment, which he didn't know about. *What is the policy when there is an arbitrary change in an assessment of real property.* Does the owner of said property need to be notified or is it found by reviewing the tax card. Discussion ensued regarding assessments.
- d. Adoption of Municipal Safety Process - The committee reviewed and updated the policy, M. Phillips and C. Wheelock have not reviewed the policy changes, but J. Weagle has reviewed it.

Motion to approve by: M. Phillips

2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- e. Cash Summary – M. Phillips – March not reconciled – Beginning balance – \$1,054,000; Revenues - \$188,000; Expenses - \$655,000; Ending balance – \$529,000. We haven't had to touch the TAN, it could be another month before we need to. Last year is was March at \$350,000.
- f. Review of TAN Quotes, discussion/decision – J. Weagle said we received 2 quotes, each one is for \$1,000,000 – Union Bank - interest - 1.59% fixed; Woodsville Guaranty – interest - 3.25%.

Motion to approve Union Bank and approve the Chairman to sign by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- g. Review/decision/signing of GIS services agreement – Mapping - \$1,800 total

Motion to sign by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

#### **4. Applications/Permits and Warrants:**

- a. Amusement Center License Renewal - American Legion -

Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- b. Final review of Elderly Exemption Update (5)

1 resident didn't qualify – exceeded income threshold; 4 qualified

Motion to sign 4 qualified and deny 1 not qualified by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- c. Abatement (3)

Water / Sewer

1. Alan & Barbara Wheelock – qtr. 4 - 2017 & qtr. 1 - 2018

2. Harold & Nancy Marshall – 4<sup>th</sup> qtr. & 1<sup>st</sup> qtr. – 2018.

R. Irving said the Wheelock's filed a merger of lots last year, which took effect April 1, 2018. R. Caron is paying the demand fee for 2 lots on Main St. He owns the old Union Hall and might tear the building down and merge the lots. Currently there isn't any water going to it, but he is paying the demand fee.

Motion to grant the abatements by: M. Phillips  
2<sup>nd</sup> by: J. Weagle, 2 in Favor – 1 Abstained.

When the ground thaws, P. Marshall will be fixing his issue. Winston Hawes will be assisting.

- d. RWP Abatements (6) – R. Irving, these were not on the agenda, if there are Complaints, does the Board want to set up a separate meeting to discuss with her.
  - 1. Groveton Village Precinct – R. Irving said they're not getting an agreement because there wasn't access to the building.
  - 2. Dennis Segun
  - 3. Northumberland School Dist.

4. Jim and Harriet Sanborn
5. Kim Hunter
6. Duane Gilcris

Motion to approve 5 RWP Abatements by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, all in Favor 3-0

The purpose of the RW is to provide temporary relief until the line can be fixed.

- e. Intent to Cut (1)
  1. Larry Meservey c/o MOM's – J. Weagle reviewed the cut.  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- f. Sign Permit Applications (2)
  1. Batch's Kwik Stop
  2. Moody Café  
Motion to approve 2 Sign Permits above by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- g. Veteran's Credit Application (1)
  1. Resident qualifies  
Motion to approve by: C. Wheelock  
2<sup>nd</sup> by: M. Phillips, All in Favor 3-0
- h. Non-Resident Transfer Station Permit Application (1)
  1. Renewal – Joel Christianson, 9 Pinette St.  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- i. Current Use Applications (3)
  1. Nature Conservatory – Map 230, Lot 1
  2. Red Dam Conservatory – Map 105, Lot 16; Map 105, Lot 17
  3. Red Dam Conservatory – Map 106, Lot 3  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- j. Building Permit Application (1)
  1. Clair Mood, 18 State St., the old Eagles Nest; to be transformed into her residence. T. Bedell has signed.  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- k. Land Use Change Tax (1)
  1. Steven Smith and Adeline Maker, Brook Rd.  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- l. Solar Exemption Applications (5)
  1. Al Rossetto
  2. Chris Shepard
  3. Terry & Gina Bedell
  4. Steven Collins

5. Royden & Kathryn Hart

Motion to approve the 5 Solar Exemption Applications  
above by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

N. Merrow asked if the exemption stays with the property or goes with the owner if sold. J. Weagle said it stays with the property. A. Rossetto asked if it's renewed every 5 years; J. Weagle will get an answer regarding renewal.

m. Yield Tax Warrant (1)

1. \$21.81 –  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

n. Forest Stewardship Plans (2) – Both renewals

1. Julie Hayden-Miller – Map 237, Lot 19 – 85.23 acres
  2. Nancy Adams and Julie Hayden-Miller – Map 240, Lot 16 – 143 acres
- Motion to accept the plans by: M. Phillips,  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

**5. Public Matters To Be Addressed By The Board:**

- a. Upcoming Car Show - Blaine Hall had some questions, which were answered by M. Kennett and others at the Town Office. He has some ideas for next, he will see how it goes this year and will meet with J. Weagle to share some ideas for the future.

R. Caron said he has several issues! He came in last year to complain and the year before because of the stench (after the event) from people peeing in the alley due to not having any porta potties. There was a road toll at the same time on State St. When he got the letter this time; he was the only one that got a letter. J. Weagle said we sent Caron the letter because he's not there every day. Caron said he works out of his shop every day and is just a phone call away. He asked if there will be police coverage; M. Phillips said they will pay for the police and 2 porta potties. Caron's business will be shut down for 6 hours that day, because who's going to lug their laundry in? It's terrible for our business and he appreciates the extra effort to help his business. He will be calling the Board and the police if any issues that day. C. Wheelock said there will be police presence and the track will be providing porta potties. The street will be closed at 10:00 am to approx. 1:00 pm

Caron said he has customers that come and go with laundry; he also has residents in the apartments that might need to come and go. Stones didn't like it due to the people coming in to use their bathroom. L. Caron is concerned about the tenants and having access in and out.

N. Merrow asked if there is a possibility of closing just one side of the street. J. Weagle said no because there will be people crossing the street, etc. We try to keep it centralized for the businesses, trying to get people into the downtown area. C. Wheelock commented about closing the street and suggested posting signs at the businesses to inform the customers. L. Caron asked why we don't close all of State St. J. Weagle said the grocery store has trucks making deliveries on Saturday's. L. Caron said she has people come in that are regulars

and there are those that come in sporadically. She didn't think the letter said much; it just said it was happening. She suggested talking to us! J. Weagle is hoping to meet with the businesses individually. B. Hall said the exposure for the businesses is good.

- b. D. Goulet asked if the PD budget is done under the authority of the Chief. J. Weagle said it's under the Chief with approval by the Select Board. Hiring is done by the Board. The cruiser – we have a 3-year rotation, an amount is put in the budget yearly then we sell the oldest cruiser and replace with the new one. C. Wheelock said the full timer Chief Pelletier spoke of applied for the job and was hired.
- c. T. Campbell – last year a petition was started against a resident on Old Village Road – it was a complaint. He asked what's happening with it. C. Wheelock has been handling the issue, we have an ordinance, which has been followed. We can apply a fine after a period of time, which we've done. We can't haul him off to jail for not paying the violation on an ordinance. The Town keeps track of the money, if we were to acquire the property it can be considered part of the back taxes. We can't have a police officer stand there and force him to clean up the property. We can only notify him of the ordinance and try to work with him for some solutions. Wheelock said he believes people are holding off on steel waiting for the price to go back up.

Campbell said he has his property on the market and directs people to come in by the north end – he feels it's been blown off. P. Marshall commented if anyone wants to buy from him, he want's 10 times market price.

T. Campbell also asked about a Town employee, maybe he's the water guy? He has a nice truck, but just sits there for hours, why can't he fix the pot holes instead of just sitting there. J. Weagle said he thinks he is seeing Winston Hawes who reads the water meters. They are waiting on some of the pot holes due to the weather. M. Phillips will pass the information on to the crew.

- d. A. Rossetto commented there was a citizen in the Town Office paying a lot of attention to a discussion he was having with Elaine Gray. The gentlemen got up and appeared to be looking at stuff on her desk. Rossetto said he felt uncomfortable, it appears he is living there – eating, etc. The Board thought it had been dealt with. N. Merrow said she had been in recently and asked that it be looked at. M. Kennett said he knows Elaine and grew up with her. He brings her lunch, runs some errands, etc. The Board will be addressing.
- e. P. Marshall commented he has had to deal with the Ambulance crew a couple of times recently; they did an excellent job.
- f. 6:00 PM – EMS – Police building committee – 4/26 – will be meeting.
- g. Announcement –
  1. Recreation Commission Meeting, May 3<sup>rd</sup> - 6:00pm, 10 Station Square.
  2. Road Toll – 4/21/2017
  3. April 28, 2018 is Drug Take Back day.
  4. Town Clerk / Tax Collector office will be closed on May 7<sup>th</sup> & 8<sup>th</sup>.

- h. Road Tolls – S. Oakes asked if it's policy for signs to be posted - there weren't signs at each end of the street for the Road Toll last weekend. The safety vests were from the Fire Dept – not sure if there is mis-representation as to the cause. They were a little further down the street. There is a current rules and regulations policy that is given to the groups when requesting. S. Oakes said when it's not posted, he is concerned with those coming in on-call for incidents. N. Merrow mentioned the Church is having a yard sale on June 20<sup>th</sup>.
- i. Robin Irving – re: Brooklyn, Roaring Brook, Winter St – there is a change order; it's being disputed, and she will be scheduling a conference call with the engineer, so we can be updated on the contract terms. The contractor feels it should be paid. When we paid the DES loans back early, we received 15% back, but it's being added back into the grant. If we fight it and lose, we would need to come up the money, which we don't have in the municipal budget. It could be \$80,000 - \$100,000. This is for the original project.

R. Irving - TAN – with respect to the mill project; because of the Federal government shutdown, we can't get our reimbursements anytime soon. She got a letter from the EDA indicating that we've been approved to get them – maybe next year. Irving didn't get bridge financing on the project and is close to expending the \$400,000 from raising and appropriating. We have \$200,000 in NBRC money and needs to spend \$600,000 in EDA money not knowing when it will be reimbursed. She's not sure how to proceed with it. M. Phillips asked if she has contacted our local representative – she hasn't. J. Weagle suggested contacting the bank to see if they can help us with a short-term loan; he will contact the bank. The Board recommended checking into other loan options as well. With the Bridge loan we would have to investigate and check into it.

Irving is currently in the process of reviewing the sewer extension from Armstrong Charron's to MOM's. With a CDFA (block grant); it would be dependent on the number of jobs created. She said it could save the Town a lot of money on the project if the Town is willing to allow the Town crew to do the work. Davis Baker wages are \$45.00 per hour. Weagle asked Irving if she has talked to the Town Crew about this option, she has not. She needs to talk with the DOT and get permission to go through the right of way. If she goes through NBRC or any other funding agencies, it's \$500,000+ for 1,200 linear ft. of sewer. The Board is ok with her going to DOT and to Glenn Cassidy.

J. Kennett asked about the Roaring Brook change order. Irving said it has to do with the contract with DBU and the additional costs, which is due to unsuitable digging. Irving further reviewed. J. Weagle said the contract allows for change orders. Irving said we are almost ready to close out this project, there are some tidying up things to be done in the spring, but we want to spend all the money. They had more material than they thought which was considered unsuitable.

## **6. Non-Public Session: (Pursuant to RSA'S 91-A:3,II (c) :**

Motion to go into Non-Public Session by: M. Phillips

2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

Members present: MP, JW, CW

Others: MA, MK, RS

Into Non-Public session at 7:31 pm

Motion to adjourn the Non-Public session by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

Non-Public Session adjourned at 7:47 pm

Into Regular session at 7:47 pm

- a. The Board discussed 2 resident matters regarding taxes during Non-Public Session.
- b. C. Wheelock asked what's going on with the trash pick-up? People are putting it out, but Earley isn't picking up as scheduled. It's been very inconsistent. J. Weagle said there has been illness and equipment issues. It seems the 2<sup>nd</sup> day scheduled has been an issue, Weagle will touch base with them.

**5. Adjournment:**

Motion to adjourn by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

Meeting adjourned at 7:52 pm.

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