

**Town of Northumberland
Board of Selectmen
Meeting Minutes
Date: Monday, March 19th, 2018
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.
Draft Copy**

Board Members present: M. Phillips, Jim Weagle, Chris Wheelock
Al Rossetto, Nancy Mellow, Julie Boisselle, Norman Cotter, Sam Oakes, Jesse Hern,
Robin Irving, Joseph Kennett, Larry Meservey, 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 February 5, 2018 minutes by: M. Phillips,
2nd by: C. Wheelock, All in Favor 3-0

3. Selectmen Business:

- a. Department Head Business: Ambulance and Police Departments
Jim Gibson - EMS Chiefs Report - Chris Wheelock read:

I apologize for not making it to the meeting tonight; we are currently testing out the EMT Candidates that hopefully will be joining our service or current attendants that will be upgrading to their level of licensure. As I have reported in the past we desperately need to add to our roster to help with EMS coverage.

Now that budget season is behind us and town meeting is over with, I would like to see an effort to the building committee started on planning the Emergency Services building. Police representatives, EMS representatives and other citizens have voiced their willingness to work on the board. I realize this is a long process and now would be a good time to start so that we may present something next year at town meeting.

- 1. 2018 we have had 118 calls to date.
21 Transfer requests: 5 transfers accepted, 15 transfers declined, 1 cancelled in route. YTD*
- 2. 2017 there were 128 calls for the same time period.
32 Transfer requests: 22 transfers accepted, 10 transfers declined. YTD*
- 3. As you can see we have declined 15 transfers to date due to inadequate personnel.*
- 4. We are currently down by 10 calls from last years numbers. Things are picking up, we had a very busy week and had all 3 ambulances in services while responding to multiple calls.*

5. *Comstar Report: As of 3/14/2018 \$55,101.64 has been collected. Becky's report includes town contracts paid for a total revenue of \$57,515.62 to date.*
6. *Our EMT class is almost finished the approximate end date is March 19th. Tonight is a major testing night.*
7. *A1 will be going to Rumford, ME on Friday to be photographed for paint damage. This unit is still under warranty, we are pushing for a full re-paint of the vehicle.*

A. Rossetto asked about the issues that came up earlier using the outside building at the Elementary School. Wheelock said to his knowledge, they worked out the issues. J. Kennett asked who owns the building, J. Weagle said it's belongs to the school. EMS asked to use the building for the training.

Peter Pelletier, Chief – Police Department

Last year - opened 105 investigations – between officer's Audit, Rodden and Pelletier. We made 38 arrests, issued over 70 MV tickets, 16 MV accidents; 26 warrants were issued.

This year as of March 13, 2018

20 new investigations, 5 new arrests, 7 new warrants, 6 accidents.

- He is extending the open application phase; we are looking to hire a full-time officer.
- Training that was scheduled for April 25 has been postponed.
- There is an inter department training March 26, involving Narcan and physiological first aid.

C. Wheelock said when we put an ordinance in place that involves fines – we have a ticket that can be issued; how does that process happen with any ordinance violation. We've asked a resident to clean up his property, which he hasn't done. He's not paying the fine, which is accruing at \$100.00 per day. Where do we go from here? Pelletier wasn't sure how it should be handled but will check into it. M. Phillips mentioned utilizing the prosecutor, Pelletier will ask about that also.

b. Appointed officials -

Conservation Commission – Brian Newton

Recreation Committee – Samantha Canton, Nicole McMann

Planning Board – Gloria Covell, Elaine Gray - Alternate

Zoning Board – Joseph Kennett

Motion to approve the appointments by: M. Phillips

2nd by: C. Wheelock, All in Favor 3-0

c. Review of Solid Waste Trucking Contract

This is with Normandeau's – J. Weagle reviewed. It's a multi-year contract, which we review yearly.

Motion to approve by: M. Phillips,

2nd by: C. Wheelock, All in Favor 3-0

N. Cotter asked if it's put out to bid yearly? The Board said no, we just use Normandeau. J. Kennett asked who pays when a business (grocery store); who is the store paying to haul the dumpster? J. Weagle said some pay the Town and others pay a hauler to take it. C. Wheelock said every business does it differently. A business within Groveton can have their trash hauled to Mt. Carberry and then they don't necessarily have to recycle. For example, at Perras they pull off the tape and remove staples from cardboard and the trash that goes into the dumpster (which Normandeau picks up) is relatively clean. There isn't anything stopping them from throwing it all into the dumpster. Normandeau hauls it to the transfer station for them; if it wasn't going to the transfer station Perras would have to pay a hauler to take to Mt. Carberry.

Larry Meservey asked as a business, does he go to the town or hire someone. J. Weagle said it's up to them and reviewed their options. C. Wheelock, basically we are pay to throw on a big scale, it promotes that we don't charge for recyclables. The premise of pay per throw is to promote recycling and make the bags smaller. A. Rossetto reviewed the pay per throw in Lancaster.

Commercial - the fee is approx. \$25.00; need to confirm with Becky. By recycling, it helps the Town save money. N. Cotter asked why they don't put it out to bid. Beattie doesn't do it any longer, Wayno's doesn't have the cans, Casella would be the only other one.

d. Appointment of AVRRDD Representatives –

A. Rossetto agreed to continue as the AVRRDD Rep; M. Phillips – Alternate.

Motion to appoint by: C. Wheelock

2nd by: J. Weagle, 2 in Favor, 1 abstained

e. EDA Mill Project Change Order-Discussion/Approval/Vote

R. Irving discussed a change order submitted by Coleman in the amount of \$16,000+, which was reduced from \$27,000. The contract price came in at \$939,000, which was over budget because we hadn't added the engineering and administration. In total we came to \$1,750,000.

With the change order Irving is cautioning the Board that we may have to come up with the money. There is a contingency, however R. Saunders doesn't think we will need to come up with the money it can come from contingency and by saving on some items. When it was originally written, there were pipes in the ground, water in the trenches, that wasn't part of the quote. We didn't allow the time to be paid for on the extra labor, etc. R. Irving has a recommendation to pay this from the engineer, but she can't pay without the Boards approval.

A change order is done for anything that exceeds the cost. We won't know if there are any savings until the end. Irving further discussed the contract.

C. Wheelock thinks they will have more issues digging on the back side with concrete, stainless steel, etc. The digging won't get any easier. The contractor knows about the concrete. The Board further discussed issues, budget, savings, etc.

R. Irving was hesitant about any money being returned, until we knew what it was so that it could be repurposed. The \$200,000 was specifically raised and appropriated for Reservoir Rd., currently we are sitting on it. It doesn't have to be re-purposed if put towards the bond.

J. Kennett asked why they are asking for more money if there is a contract. R. Irving said if there are un-anticipated finds, the change order option is built into the contract. There is a chance there won't be contingency money that we will need to come up with.

A. Rossetto commented the engineers designed the job; if they didn't put down every reasonable item they might come across - why can't it come under the Errors and Omissions policy? R. Irving further discussed, if we try to seek damages, EDA said they would shut the project down and further discussed.

A. Rossetto asked if they can come in with another change order if running into additional issues? Why did we sign off on the engineering if it was basically incompetent? J. Weagle said it's not incompetent, they did the best with what we knew. Irving said we had some verbal knowledge of what is out there. They tried to pick the paths with the least resistance, based on what was known. A. Rossetto commented it sounds like we are on the hook due to poor engineering, so if it's signed tonight, we could be doing the same thing again in another month. The contingency is very small and not in the bond.

J. Kennett commented that the EDA (before the money is granted), tells us to pick an engineer. The Board picked the engineer; we had 8 firms apply. The bids were reviewed, and the Board picked the most qualified, based on their qualifications. There is approx. \$25,000 in the contingency. Irving said they are currently about 200' short of the dam. C. Wheelock said when they get to the penstock, it could be the make or break point. All the piping is down river of the penstock. J. Boisselle asked, if we say we're going to shut it down; who pays for what has been done. Irving said the Town would.

C. Wheelock asked if it's likely that we will be asking for contingency money. R. Irving addressed. J. Kennett they are working on the sewer line, if the \$16,000 finishes it, can they put in another change order for the water? Irving said they could, because of the chips and bark they could encounter. Wheelock said if someone didn't foresee chips and bark in a chip yard, then we didn't pick the most qualified engineer. Irving said they didn't foresee that it would be 10 - 12' deep. Ultimately if we don't pay this, it could cost more in the future. Irving said Richard Green is the site engineer.

If the EDA denies it, that's a better scenario than the Board denying. R. Irving, she is ok with the \$16,000; this is probably the best we will get from the contractor without them walking off the job. If we wait for another 2 weeks, it probably would need to go to legal. M. Phillips suggested getting it on record (by sending a letter) that the Board isn't happy. Discussion continued regarding the contract, meetings re: the issues, test pits and additional test pits, etc. Going forward, C. Wheelock will try to be available for the Tuesday meetings.

Irving reviewed an issue with PNG; they came across the PNGTS Spur line that's encased in concrete; PNGTS didn't know it was theirs'. This was the reason why they needed the extra test pits. Wheelock said it sounds like the \$16,000 has come and gone, we should probably get in touch with legal tomorrow, to prepare ourselves for any future change orders. L. Meservey asked if the Board can make a motion to approve, with duress, expressing concern about the engineering.

Phillips asked what happens if we sign the change order and EDA denies? R. Irving discussed with Michelle today, likely they would stop the project. She agrees that we should sign it.

Motion to sign under duress and draft a letter to be sent stating dissatisfaction with the engineering and we are going to legal by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- f. Road Toll Request - Relay for Life Church St.
May 26, 2018 – 8:00 am – 2:00 pm – M. Phillips suggested we send a letter to let everyone know what we are doing with the scheduling.
Motion to approve and send them the rules and regs by: C. Wheelock
2nd by: M. Phillips, All in Favor 3-0

J. Weagle reviewed some of the regulations: signs are required at each end of the street; the church needs to be notified. J. Kennett suggested asking them to park in the parking lot instead of on the street.

- g. Covered Bridge Use Request - Methodist Church Easter Sunrise Service
April 1, 2018 – 6:00 am – Stark and Groveton's church service
Motion to approve by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

4. Applications/Permits and Warrants:

- a. Yield Tax Warrant
\$1,498.11 – Steve Smith
Motion to approve by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- b. Building Permit Application(s)
 - 1. MOMs, 149 Main St., installation of 3 overhead doors, other renovations. Contractor - Tim Savage; Excavating - Larry Gray. The Board advised they can amend the application to cover other items. They can also submit the application for the exemption – 50% of improvements that add value to appraisal. This needs to be submitted prior to any work. T. Bedell hasn't signed.
Motion to approve, contingent on T. Bedell signing by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0
 - 2. Ted and Louise Caouette, Wemyss Drive – replacing all windows on the house. T. Savage is the contractor. T. Bedell hasn't signed.
Motion to sign contingent on T. Bedell signing by: M. Phillips,
2nd by: C. Wheelock, All in Favor 3-0
- c. Non-Resident Transfer Station Permit Application(s)
 - 1. Jay Miller Hayen renewal
Motion to sign by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
 - 2. Ricky & Jennifer Theberge, Coos Pitt Stop
Motion to sign by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- d. Current Use Application
 - 1. Steven Smith, Adeline Maker - Lost Nation Rd. Map 252, Lot 2
Motion to sign by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- e. Zoning Amendment passed at Town Meeting.
Motion to sign by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- f. Assessing and mapping contracts – signatures needed.

5. Public Matters To Be Addressed By The Board:

- a. J. Boisselle said someone asked her about re-routing trucks to State St. instead of Church St. C. Wheelock said we did talk about it with Glenn Cassady, but nothing moved forward with it. If a load limit was put on Church St., the trucks would have to use State St.
- b. N. Merrow reminded the Board that the Rec Committee cannot request funds from the York Foundation. It's for the Northumberland School District only, she has also mentioned it to Superintendent Kelly. R. Irving said the Town applied for an education grant for the Rec Dept.; she thought it was for education too. N. Merrow said it's specific to Northumberland School District in the trust. It's education but need to go through the school system.
- c. R. Irving asked since M. Phillips was re-elected; does the Board appoint a new chair? J. Weagle said this will be done at another meeting.

- d. Announcement about the equalization ratio – 93.3% – it’s lower so the evaluations should go up and the tax rate should go down.
- e. A. Rossetto said he wasn’t clear about the net metering. M. Phillips said it all qualifies, Elaine eluded to a discount – how does he find out about that. J. Weagle suggested calling CMP about it. CW listen J. Weagle said it could be approx. \$7,000 – A. Rossetto

6. Non-Public Session: (Pursuant to RSA'S 91-A:3,II (a), (b), ©, (d), (e):

Motion to go into Non-Public Session by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

Into Non-Public Session at 7:35 pm

Motion to adjourn by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0
Non-Public session adjourned at 8:23 pm

Into Regular Session at 8:23 pm

Motion to “Seal” the Non-Public minutes by: M. Phillipa
2nd by: C. Wheelock, All in Favor 3-0

7. Adjournment:

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

Regular Session adjourned at 8:25 pm.

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