

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

Board Member present: Michael Phillips, Jim Weagle, Chris Wheelock
Others: Sam Oakes, Ann Corthell, Jim Tierney, Trevor Gibson, Jim Gibson, Al Rossetto, Becky Craggy, Tammy Letson, Pete Marshall, Norman Cotter, Peter Pelletier, Robin Irving, Rebecca St. Cyr – Recorder

1. Chairman opens the meeting: J. Weagle opened the meeting at 6:00 pm.
Acceptance of Minutes: Name correction from November 5th meeting minutes – it should have been Aubrey Blodgett and not Audrey.

Motion to approve by: C. Wheelock
2nd by: J. Weagle, 2 in Favor, 1 abstained.

2. Selectmen Business:

a. Department Head Business: Ambulance and Police Depts.

Jim Gibson – EMS Chiefs Report

1. 2018 we have had 545 calls to date:
79 Transfer requests; 30 transfers accepted, 49 transfers declined YTD.
2. 2017 there were 578 calls for the same time period:
98 Transfer requests; 63 transfers accepted, 35 transfers declined YTD.
3. As you can see, we have declined 49 transfers to date due to inadequate personnel/Ambulances. This equates to around \$58,000 of lost revenue.
4. We are currently down by 23 (33 on report) calls from last year's numbers. We didn't cover the race track this year, which would have put 21 – 22 more calls in. There would not have been any money associated with it. This would have made us 10 – 13 calls down.
5. Comstar report: As of 11/09/18, \$194,887.46 received and \$215,531.35 committed. This does not include the \$24,880.50 for town contracts. Becky's report has revenues of \$194,808.35.
6. December 12, there is work shop on current and future status of reimbursement for 911 EMS services. J. Gibson plans to attend and if one of the Board members want to go, he feels it will be worthwhile. The president of company also owns a business that does billing, it could be an opportunity for change.

7. Discussion to follow with Crane and Bell for CRF establishment.

J. Gibson reviewed the equipment issues, which will impact them. One of defibrillator units needs to be replaced, the cost is \$25,000 – \$68,000 each.

M. Phillips asked about the Comstar report, is there a lag time? Gibson said it's not up-to-date, it was run on the 9th. What Becky usually sees are the funds that are put into the bank and then he receives info in the mail that needs to be processed and then put into the bank.

Peter Pelletier - PD

18 new incident investigations; a couple of cases are serious felonies, which are pending. We made 1 arrest, issued 4 warrants (2 picked up out of town) 2 are pending. There were 4 MV accidents – 1 involved some Town property, we know who the people involved were and are getting it wrapped up probably with some charges. We need to urge people to stay at the scene when there is an accident.

M. Phillips said we've had a series of incidents with someone at the Transfer Station, we are talking about suspending their rights to use the Transfer Station. What enforcement aspects are there? C. Wheelock said since the changes, there has been an individual that has done everything to fight the system. He has been a problem, but more so the past week or so. He has swerved at some of the equipment and an employee, 3 of the 4 incidents have been witnessed by the other employee. The new attendant wants something done about it. Wheelock suggested suspending him for 6 months from using the facility; he will be talking to B. Craggy about sending a letter, which will include trespassing if he shows up on the property. Chief Pelletier didn't feel it would be a problem since it's Town property. They further discussed the incident.

Norm Cotter asked about police coverage. We don't have the coverage we need, but Lancaster seems to have all the help they need – why don't we? J. Weagle explained we are having to build the Department back up, it's hard getting people to come. C. Wheelock commented there will be money put in the budget for a third full time officer. The State Police will only give us 20 hours per week. Troop F no longer has a midnight shift because the evening has been busy, and they've pulled them off to cover. There is an officer from another department that's covering when he can. A. Corthell reviewed an issue in the Village; she asked if they can stagger the coverage so that people don't know when there is an officer on. Pelletier said it's a crap shoot in the Village and into Vermont; he's working on it and we are doing the best we can. M. Phillips said we will have the ability to invest now, but at a pace. Pelletier further discussed. In an emergency they will come out and help us.

b. Discussion with Crane and Bell - 125 plan, short term assets, tax rate, Ambulance CRF, any other accounting, finance matters.

125 Plan - Tammy Letson said we are not doing the health insurance through a section 125 plan. It allows for cafeteria style deductions, health, dental, etc. which is taken out of employee's pay before taxes; it's saving the employee and the

Town money. If you have a plan in effect, it costs nothing; if you don't one can be written or there are companies that write them for approx. \$99.00 one-time only. The down side who you need to track who's in it and who isn't for payroll purposes. The employee pays nothing; they just sign into it or not. Anything the IRS defines as a cafeteria style deduction is eligible for this. You keep it as vague as possible. A motion would be needed to implement the plan and then staff meetings held to explain to employees.

B. Craggy said we could budget for it in 2019, if the Board wants to move forward with it. The health plans that we have now qualify for the program and most of our employees are in the NH Retirement system. This is only the employee deductions that would fall under the plan. J. Tierney asked if the computer system can handle it; Craggy said yes – it's a one-time process to upload the program.

Motion to go with the 125 Plan by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

Short Term Assets - M. Phillips – CRF – We have a CRF for public equipment; but there have been some push backs about the CRF contributions. It's not clear. The short-term assets must be the W/S in the grant. Phillips said we spent some to buy a new pick-up truck for W/S this year. T. Letson said they are ok with putting it in a CRF if it's made known that it's for Short Term assets. The downside of funding out of CRFs, you are required Federal law trumps. If voters turn it down during Town Meeting, you are still going to fund it somehow. Which means it will be taken away from the fund balance. Letson discussed putting into PDIP savings accounts.

M. Phillips asked if it should be in the operating budget; Letson said unless it's going to be spent, it doesn't go into the operating budget. The W/S rates need to be increased to cover the budget, plus the \$25,000. We don't have a W/S rate that allows us to do this. Letson said we are taking it on paper, it's out of your equity and then reserved. Ms. Letson asked C. Wheelock how comfortable he is with concept of fund balance and gave an example. The concept means you have equity. If you were to sell your house, in theory you would walk away with \$.

Tax Rate – \$34.75 – which is a decrease of \$1.21. Tax bills have been mailed.

CRF – Ambulance – J. Gibson has suggested setting up a CRF just for equipment which is tax based rather than profit based. Weagle said we got hit with 3 items that need to be replaced or the ambulances won't run. J. Gibson said the equipment list hasn't been updated in approx. 10 years. M. Phillips commented this is each piece of equipment times 3; what is the # needed or average to cover everything over 10 years. Gibson reviewed the items to replace over the next 10 years. The items range in price from \$5,000 - \$68,000. It would require \$40,000 – \$50,000 per year. M. Phillips is in favor of stating a CRF fund and is open to putting it in as a warrant article.

C. Wheelock asked if anyone from the Rec Committee have put in any requests?
B. Craggy said not recently, but there has been some discussion. Wheelock said there are several items they will be looking at replacing.

M. Phillips – the W/S fund is an Enterprise fund, the ambulance isn't; he asked what the pros and cons are? T. Letson discussed Enterprise funds; look at history, is it truly making money. If it has been making money and it's self-supporting absolutely set it up as one, but only do if it's making money. If it starts making money again, keep in mind the tax payers wouldn't be getting any benefit from the profit. Keep in mind the insurance process, when there isn't a transport they don't pay. J. Gibson discussed the burden of repeat customers to the ambulance business. Letson said it's an option – we do have a CRF for the purchase of a new ambulance; the voters can expand it to cover other equipment; she didn't offer a recommendation.

- c. Discussion, decision of Health / dental plan options. B. Craggy said we received the transmittal and rates, currently we are through Health Trust (Anthem B/C and Delta Dental). Last year we saw a decrease, which was very welcome. This year there is a 10.5% increase for 2019. Each year Health Trust offers an alternate plan, she spoke with the rep and the alternate plan increases the office co-pay by \$5.00; if they stay within the NH network of providers, there's no addition cost. If they go outside (MA or VT) there is an increase in cost. She is hopeful the Board will be supportive of going with the alternate plan.

Craggy also received a quote (for 2019) from School Care (a Cigna product); and she would like to have informational meetings with the employees, maybe with Cigna and another vendor; to see if the employees are receptive. She didn't hear from the Health Trust rep regarding changing in the middle of the year. There is considerable savings if we collaborate with the school. The School Board did agree to work with the Town.

B. Craggy would like to move forward with the alternate so we don't have any gaps in coverage and continue to work with the school with the Boards approval. It must be in by December 14th.

Motion to work with the school for a shared policy by: M. Phillips
2nd by: C. Wheelock, All in favor 3-0

T. Letson commented that it wouldn't affect the 125 Plan. Tabled from any further action until B. Craggy has all the information.

- d. Discussion Pariseau property land proposal – Pariseau presented a lot map and discussed with the Board. His lot is landlocked; he used to access it (many years ago) from the Martineau's. The Town owns a lot that abuts his. R. Irving commented that it's zoned commercial/industrial. The Board needs to get more info and/or walk the lot before making any decision. If someone has been maintaining it (even though it's not theirs) for more than 20 years, they own it.

The Board will further research. MOM's owns a lot of the land in that area, from their business down to the storage sheds.

- e. Discussion and final signing of PILOT agreement – for the Ampersand Hydro – we have the same agreement with them on the Weston Dam. Ampersand has signed.
Motion to approve the PILOT agreement by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0
- f. Annual contract agreement with Title Search Company – Projected cost is \$1,729.00 we have been with this company.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- j. Update from Chapman – J. Weagle said that Mr. Chapman didn't have any updates.

3. Applications/Permits and Warrants:

- a. Building Permit Application -Shawn and Robin Gray, T. Bedell hasn't signed.
Motion to approve pending T. Bedell signing by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0
- b. Meeting Room Use Application – Northern Human Services - Nov 29, 2018; 2:00 pm – 5:00 pm. They are holding a job fair.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- c. Planning Board Appointment – Dave Auger – Alternate on the PB
Motion to appoint Dave Auger as an alternate of the Planning Board by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- d. Veterans Tax Credit Application – Riendeau, 46 Riverside Dr.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0

4. Public Matters To Be Addressed By The Board:

- a. Holiday Announcements: Town Clerk/Tax Collector and Office of Selectmen Closing at noon on 11/21 and will reopen on Monday 11/26 for normal business hours. Happy Thanksgiving!!
- b. A. Corthell asked for an update on the properties in the Village – C. Wheelock addressed. Ann feels that we are looking at from a different light, someone from the State has come through asking questions and further discussed. Per RSA 147-A – NH Hazardous Waste Rules, there could be money available for the Town to clean it up. There is freon, gas tanks, etc.; when there was a fire a couple of weeks ago – the Fire Dept was evacuating residents.

R. Irving said we are on the list for Brownfield funds; but we are not a member of NCC until January 1. Then the property can be assessed (probably as hazardous) and we will be eligible to get Brownfield money for clean-up. We don't own the property, she has been trying to find out from the State if we can clean up as a third party. We own the right of way. The property on Maple St, we own and another small parcel on Winter St. Corthell said it's scary for people with kids in

the neighborhood or when you are trying to sell or rent. There are other issues on the street and if someone is hurt who's liable? The Town for not doing something about it. It's a sad situation when we have people coming to Groveton. M. Phillips is in favor of doing what ever we can. Ann Corthell is willing to help where she can. J. Tierney commented that part of the problem is he doesn't care it's been going on for years. He beat the Town and the State (in court) several (10 +/-) years ago.

C. Wheelock asked P. Marshall who comes to inspect his junk yard? He thinks it's DES Discussion continued about the issue. M. Phillips suggested contacting legal. A. Corthell suggested contacting the State directly.

- c. M. Phillips said Glenn Cassady asked about the letter sent to the State re: swapping State St./ Church St. R. Irving said it's on her to do list, she will be contacting Phil at DOT.

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

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

Into Non-Public session at 7:25 pm

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

Non-Public session adjourned at 7:42 pm

Motion to send a registered letter to the resident that has had 4 incidents at the Transfer Station suspending his privileges for 6 months by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- a. During Non-Public session the Board discussed a resident matter at the Transfer Station, a business matter, Ordinance Committee request and another matters (PTO).
- b. Briefly discussed a budget matter, which will be discussed during a Non-Public session.
- c. Briefly discussed the evaluation process.

6. Adjournment:

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

Meeting adjourned at 7:46 pm

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