

**Town of Northumberland  
Board of Selectmen  
Meeting Minutes  
Date: Monday, October 15th, 2018  
Place: Town Meeting Room – 10 Station Square  
Time: 6:00 P.M.**

Board members present: Michael Phillips, Jim Weagle, Chris Wheelock

Others: Jim Gibson, Norm Cotter, Pete Marshall, Julie Boisselle, Nancy Mellow, Al Rossetto, Robin Irving, Terri Charron, Jay Moyer, Tracy & Richard Dupuis, Oliva & Geraldine Tetreault, Sam Oakes, Lisa Nast, Peter Pelletier, Dennis Micucci, Donna Crompton, Bob Reynolds, Michael Barry, Glenn Cassady 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 October 1, 2018 minutes by: M. Phillips

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

**3.** Selectmen Business:

a. Department Head Business - Ambulance and Police

J. Gibson - Ambulance – EMS Chiefs Report

1. 2018 we have had 489 calls to date. Plus, one more that we are currently on.  
72 Transfer requests; 27 transfers accepted, 45 transfers declined YTD.
2. 2017 there were 506 calls for the same time period.  
93 Transfer requests; 60 transfer accepted, 33 transfers declined YTD.
3. As you can see we have declined 45 transfers to date due to inadequate personnel/Ambulance. This equates to around \$54,000 of lost revenue.
4. We are currently down by 17 calls from last year's numbers.
5. Comstar report: as of the end of September, \$176,088.34 received and \$203,182.73 committed. This does not include the \$24,880.50 for town contracts. Becky's report has revenues of \$183,264.11.
6. All ambulances have been State DOT inspected and we are waiting for the State Bureau of EMS inspections.
7. Ambulance office? Will be discussed later in the meeting with the Dupuis'.

M. Phillips – we've talked about a business plan and analyzing the niche that Groveton Ambulance has in the No. Country. Phillips asked with Lancaster to the south and 45<sup>th</sup> Parallel to the north; do they track the transfers and which ones should be ours? Gibson said they used to but are so busy now – they are not. Lancaster went from 3-4 ambulances to 6; 3 are doing transfers 24-7; 45<sup>th</sup> Parallel is basically the same. There are a lot of transfers out there that we could potentially get. Phillips is trying to get what the potential is that we are missing. Gibson said when he first started he was doing 120 – 125 transfers per year, so he knows we are missing out on at least that. There is a market out there for transfers, we just need the personnel to take them. C. Wheelock asked, of the # of missed calls; is that broken down by inadequate personnel or ambulances? Gibson has those #'s and will get them to him.

Peter Pelletier – Police Department

Opened 11 new incident investigations, made 3 arrests, had 4 warrants and 4 crash reports. We are handling things as they come in. We have 20% of the year to go and have 30% of the budget remaining.

Pelletier hasn't heard anything further from No. Country Ford on the cruiser, it could be at the dealership. The other cruisers are inspected and ready to go. The older cruiser sustained some minor damage over the weekend, just a little bit of cosmetic damage.

N. Mellow asked if there is a law about motorized wheelchairs on the roadway, we have some travelling on Route 3 north to Dollar General after dark. Pelletier will check into it.

C. Wheelock said he's had good feedback for the coverage at MOM's; Wheelock has a Stark resident asked about the cruisers patrolling on Emerson Rd. Pelletier said they are not patrolling but are gassing up at Cloutier's Pit.

- b. G. Cassady has a couple of updates. Ed Stanley will be here tomorrow to pave at the Transfer Station; it's out of the CPR fund; the Board approved it at a previous meeting.

Cassady asked the Board what they want to do with the 2006 Ford pickup truck, it's non-inspectable, some of the springs are broken, but has a plow on it. He's not sure of the value. The Board suggested parking on the front lawn at the Transfer Station for sale.

Cassady asked about posting the Winter Parking Notice effective November 1<sup>st</sup> – J. Weagle said it's usually run 2 weeks prior. T. Charron said the ad was going in today along with the Cemetery notice. Started weatherizing the pool with the cooler weather and are working on the window wells (4 more to go).

- c. Discussion of 10 Station Square - R & T D – C. Wheelock spoke with Dupuis (previously) about doing some alterations upstairs (Ambulance office); Dupuis didn't have any issues with it. There was also talk about a potential rent increase, we need to know the amount for the budget. Wheelock said there is rumor that the building is sold or in the process of being sold. R. Dupuis said it's a rumor. It hasn't been sold, it's not really for sale at this point. Wheelock asked about the ramp and ice in the winter; can we extend the roof out over it. R. Dupuis is busy right now but will plan to get it done in the next several months – by next summer.

Wheelock asked about the rent, if he had any idea how much it will go up. Dupuis said approx. ½ of the rent is for the property taxes, there's not much left for insurance, mortgage and maintenance. The current rent is \$1,000/month. The Town pays the W/S. T. Dupuis said when the Town rented it, they paid \$1,200/month and they paid the taxes. We took a cut when the Town Office moved. The rent was decreased to keep the PD and Ambulance here, we thought it would be ok, but it's leveling out. We want to take care of the issues, but just need the money.

J. Weagle asked R. Dupuis to get the rent increase to the Board within the next couple of weeks; the Board needs it for the budget.

- d. Kilkenney Trail Riders - RC – B. Reynolds presented an update the Board on the Groveton to Lancaster trail connector. Reynolds, Robbie and Charlie Fitch worked on it to get the trail into the woods. It's been very wet, in July we had 2 feet of water. They feel they have exhausted the avenues on making trails; they are up against beaver ponds, sugar orchards, landowners. It doesn't look like they can get into the woods it's just too wet. M. Phillips asked about the other side of Cape Horn, the Route 3 corridor what are the prospects there. Reynolds said the land (as the base of Cape Horn) is owned by the Nature Conservancy, they have a "no wheeled vehicle" policy; we can get to there, but no further. Reynolds said they didn't contact the Conservancy, they met with Joe Kenney, Chris Gamache and others from the State. They thought it would take years and didn't suggest pursuing.

R. Dupuis asked if they explored the State of NH or Cape Horn State Forest? Reynolds said they have talked about it, but it's very wet. The beaver ponds have taken it over. The State wasn't too keen on getting through. Dupuis asked how wide is the railroad right of way? Is there room enough on the side to cut a trail. Reynolds we also talked about that and thinks its 49'. They would have to cross Route 3 by John Welch's, but there is a weird property line to get to the right of way. M. Phillips is willing to get involved and will contact Reynolds to set up a meeting.

B. Reynolds asked if they got a letter from Lancaster; they want to expand to be able to get to the Cabot Motor Inn. If we can't get that route south approved, we are kind of dead headed.

Reynolds said they have been working on it, but they are up against a lot of water property. In the winter it's a snow machine trail. C. Wheelock asked, on the Groveton side of the trail, how are the conditions? Reynolds said on the west side it's doable, it's basically roads. Wheelock said from Lost Nation to the Groveton/ Lancaster town line there's a way through and it's basically dry. It could solve or eliminate some of the resident issues on Page Hill. Further discussed the access routes. Wheelock said if the right-of-ways can be put on the map, then we can see the big picture.

There is a refresher scheduled for November regarding open season.

- e. Opening/review/vote to award for bids received for Transfer Station Project
  - 1. Lionel Cloutier – \$7,600 – labor and materials. J. Weagle reviewed the description of work being done.

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

- f. Review/discuss/vote - Library Trustees recommendation to fill vacancies  
Per RSA 202A:10 the Library Trustees recommended - Sally Frizzell to fill vacancy; and Donna Hamilton as alternate.

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

- g. Adoption of updated 2018 Hazard Mitigation Plan

It's available at the Town Office if anyone wants to review. R. Irving said we had to put in 30 credit hours to match. The core group that met regularly to work on it; Jim Gibson, Chief Pelletier, Terry Bedell, Jim Weagle, Jim Tierney and Irving

Motion to adopt the updated 2018 Hazard Mitigation Plan by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- h. Cash Summary Report – September - not reconciled. Beginning balance: \$973,000; Revenues - \$91,000; Expenses – \$383,000 (including the school payment); Transfers out – \$400,000 to the General Fund PDIP; Ending balance: \$276,000.

- i. Letter of Support from the Broad – Rotobec

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

- j. J. Boisselle asked for an update on Rotobec. C. Wheelock has been to meetings in Concord with the Commissioner of DOT, a Special Asst. to the Governor and Rotobec. Rotobec had looked at a couple of areas in Town and decided Brown Rd. was best for them. Phase I - They plan to put up a 31,000 sq. ft. building by the first of the year, with equipment to be installed by April, up and running with approx. 25 employees by early summer. Part of Phase I includes a potential 2<sup>nd</sup> shift which would bring the total employee's up to 50. Through some miss communications they thought they would be ok with DOT (weight restrictions) on the Brown Road, which wasn't the case. That's when Wheelock was contacted, he then met with Joe Kenney. Kenney put together a meeting with DOT Commissioner Victoria Sheehan. Everyone in the meeting thought that Rotobec coming to Groveton is a great idea. Rotobec had indicated if they didn't get Brown Rd., they would go to Missouri. Phase I – through DOT and the Planning Board; we have a building permit to approve tonight. They were given an exemption from the road ban that was opened.

Phase II – an additional 31,000 sq. ft and up to 150 employees. It would include 80,000 – 100,000 lb. trucks several times per month. DOT, Rotobec and C. Wheelock agreed that it wouldn't be good for the road. The DOT plans to resurface the road in 2019, which doesn't take care of the Phase II issue. Through working with the local shed and moving money around, they committed to sandwiching the road from Route 3 to Craggy Rd.

Wheelock said he agreed to take it to Town Meeting for a vote to have the Town take that section of the road over, once the repairs are done. Wheelock said if all this happens; there could be other money available to help with the road. The Planning Board approved the change of use and waived the driveway permit. The Deputy Commissioner will get involved if there are any hang ups.

Tomorrow, Rotobec will award the ground work contractor. They expect to have the excavators in next week. There's been some concern about Rotobec not going on the mill site, Wheelock further discussed. It's an opportunity for us; so far, it's a go.

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

- a. Intents to Cut

Map 207, Lot 3, Bag Hill Rd. - Richard Dupuis – J. Weagle reviewed the cut  
Motion to approve by: M. Phillips, 2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- b. Sign Permit Application – Donna and Brad Hopps, Brads Auto Clinic, 3 Cumberland St., replacing the existing sign.

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

- c. Meeting Room Application (2).

1. October 21, 2018 – 5:00 – 9:00 pm, \$40.00 fee paid, requested by J. Weagle for daughters 18<sup>th</sup> Birthday party.

Motion to approve by: M. Phillips, 2<sup>nd</sup> by: C. Wheelock, 2 in Favor, 1 Abstained

2. Donna Crompton – Quilting group – asked for fee to be waived – 2 nights/month

J. Boisselle said it was posted on her Facebook page; Donna is willing to do it, if there is an interest. They need space to set up sewing machines and learn to quilt. N. Merrow asked if they checked with the Methodist Church; they did but they would charge rent. M. Phillips is willing to go ahead with it for a year and then revisit. T. Charron suggested a donation can to help with the heat and electric. 30 people have said they are interested, not sure how many will come.

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

d. Building Permits (4)

1. Scott Merrow, 16 Central Ave, Demo building; T. Bedell hasn't signed.

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

2. Rotobec, USA – Brown Road, 31,000 sq. ft. building. T. Bedell hasn't signed.

Motion to approve contingent on T. Bedell signing by: M. Phillips

Motion to approve pending State approval of septic design by: M. Phillips

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

3. Karen Huntoon – moving mobile from Brook View Co-op to Page Hill; T. Bedell hasn't signed.

Motion to approve contingent on T. Bedell signing by: M. Phillips

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

4. Jennifer Allen, 4 Craggy Rd. refurbishing home. T. Bedell hasn't signed

Motion to approve contingent on T. Bedell signing by: M. Phillips

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

e. Poll Warrant – J. Weagle read the warrant -

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

f. Jeopardy Tax Assessment (1) Huntoon \$420.73 -

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

g. Property Exemption/Credit-Disabled Veterans Credit – James and Claudette St. Laurent Family Trust -

Motion to approve 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. Announce - Community Forest Forum, 10/24/18 at 7:00 pm at the Town meeting room

b. Cemetery closure – The gates will be closed on Nov 1, 2018 and will reopen on May 1, 2019 - weather permitting.

c. J. Boisselle said we had the first Ordinance Review Committee meeting last Monday. We went over 4 of the ordinances, Pools; Dog waste (we tabled for more info), curfew – no suggestions, we think it's ok as is; and Animal Control – Boisselle printed the RSA and the penalties. Our ordinance doesn't meet the RSA. The committee recommends we update ours to meet the State Reg. J. Boisselle with draft the wording to change.

J. Boisselle said there was a fire last week in Vermont; the Fire Dept, Ambulance attendants had an issue getting to the station due to school just getting out and there were numerous parents parking in the way. She reviewed the ordinance, there isn't supposed to be any parking 25' from the opening. It's posted but parents are parking there anyway. She understands some of the attendants had to park at different areas and run to the station. J. Weagle said the crossing guards can't tell people not to park there, but they can call the police. S. Oakes said this has happened multiple times. Chief Pelletier said we can start ticketing, when they are available they will be in the area. Discussed fine amounts and putting up signage. Pelletier suggested following the State's RSA for fines.

d. T. Charron said they had some mischievous actions at the cemetery; it's happened in the same area as previous years. She is looking at some monitoring equipment, which is approx. \$500.00. She has the funds in the cemetery budget to get the equipment this fall, learn how to use it over the winter and put it up in the spring for full security.

e. N. Cotter asked about parking near the Fire Station, where is the no parking area – J. Weagle said it's the tarred section that's limited, anyone can park in the non-paved area.

f. J. Gibson asked the Board for the Rotobec address info, so he can start working on getting them 911 #. J. Weagle gave him a copy of the map.

- g. G. Tetreault asked if Chris Carons is considered a junk yard. C. Wheelock said it's not, hopefully within the next week we will be following up to the original letters that went out. P. Marshall said it's going to be cleaned up and taken to his junk yard over the next week or so.

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

Into Non-Public Session at 7:08 pm

Into Regular session at 8:06 pm

- a. During Non-Public Session the Board discussed – non-warranty vehicle repair policies, personnel matters and other non-public matters

There was no further business discussed.

**7. Adjournment:**

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

Meeting adjourned at 8:07 pm