

**Town of Northumberland  
Board of Selectmen  
Meeting Minutes  
Date: \*\*Tuesday, September 4th 2018\*\*  
Place: **Town Meeting Room – 10 Station Square**  
Time: **6:00 P.M.****

Board Members present: Michael Phillips, Jim Weagle, Chris Wheelock  
Others present: Norm Cotter, Al Rossetto, Glenn Cassady, Julie Boisselle, Reggie Charron, Terri Charron, Betty Gilcris, Rebecca St. Cyr - Recorder

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

**2. Acceptance of Minutes:**

08-20-18 - Correction / additional comments – Section 3, item f.

*Sam Oakes asked if \$22,000 was just for generator and it doesn't include the switching apparatus. C. Wheelock said yes.*

*Oakes asked what is the deadline of the extension – Irving said August 31. He asked what the odds are of getting another extension, Irving said this is it. Oakes said, so if we don't figure this out by the end of the month we lose \$13,500, Irving said yes. M. Phillips said we also spend \$13,000 in addition, that we don't have in the budget. Oakes didn't know if that's 100% accurate; Phillips said that we do the budget. Oakes said he didn't think we had 6 places in town to hook up; he realizes the Board controls the budget. He didn't appreciate the attitude from the Board, Phillips said the attitude is mine, which is from past attitudes. Oakes said he just wanted to clarify since this is a public meeting.*

The Board corrected the amount of \$13,000 to \$5,000 in the second paragraph.

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

**3. Selectmen Business:**

a. Department Head Business: Highway and Water and Sewer

Glenn Cassady – Highway

Busy with the paving projects, re-stripped the newly paved streets, backfilled the grass areas. We will be stock piling gravel on Page Hill and will be hauling the winter sand. Cassady has it on the calendar to finish the window wells at the Library and the crew will be closing up the pool, will be getting the firewood. If the weather continues, we might work on some sidewalk projects. Discussed the excavator and putting it on the flat bed to move; Cassady hasn't seen Mr. Chapman to discuss. C. Wheelock talked with Randy Potter about it and further discussed the incident.

M. Phillips said that Asplundh (at times) drops wood chips at the transfer station; he would like to get a load and will pay for them to deliver.

M. Phillips discussed the work at the transfer station and asked if the crew can put the wall up? G. Cassady said they might consider it. New employee Paul Perras has an appointment to visit other locations; he wants to get clarification for the recyclables –

what's accepted at AVR RD and what's not. He also wants to get a couple of wheeled carts for sorting plastics, glass, etc. Perras has been picking up nails and screws and would like to get a magnet to use. He has been doing a lot of research and has started a note book to compile the info. C. Wheelock asked if we put money in the budget to build a sorting tray, can the money be moved into the equipment fund. The Board further discussed the sorting and equipment. Perras will be pricing out the carts, Cassady said there is money in the regular operating budget for equipment, etc. J. Weagle commented it would save on shipping to get the carts all at once. Cassady said he's utilizing the blue barrels also. Part of the plan is to open the other gate. There is 15' between the 2 cans. He talked with Ed Stanley about paving a small area next year. C. Wheelock suggested waiting a couple weeks so that he can observe the bottle necks and make recommendations. There are a lot of improvements going on, Perras has also trimmed some of the brush. Brian Hurlbutt is working with him.

Norm Cotter – asked if Paul would be there now, Wheelock commented that Brian Hurlbutt is still working, so it will be one of them.

There are a lot of plastics they only accept 1 & 2's. M. Phillips asked about Prima America – A. Rossetto understands that Lancaster puts the recyclables into a hopper and Prima America picks up and shreds. C. Wheelock said they are not operating currently; but they are taking the waste. Ours goes to the landfill at \$68.00/ton. G. Cassady will take P. Perras over to visit Prima America.

#### Reggie Charron – Water/Sewer

Over the last 2 weeks we've had 4 water leaks on private lines, it's the owner's problem but, they are looking for assistance. We sold them materials, Charron further reviewed the issue. Winston and Keith are still changing out meters, EJP was here last week to convert more of the Meters to per 100 gallons. EJP has also been working with Robin on the inventory.

There are 2 trailers coming in – 1 on Cumberland and another on Crow Hill. Both will need new W/S connections, which takes the crews time. There is a lot to do before the cold weather sets in.

With the recent hard rain, we have some roads to repair. Charron has a couple of projects to get done, need to assist Pete Marshall and Sanborn's with water issues.

Sewer – The vac truck was here, there were some problems with the company, they sold out and didn't let Charron know, which resulted in a schedule change. Once the work was done, they did a good job. Rexford is coming in next week to clean out on Perras Road and the leach field. It's been very busy with all the meetings and engineers, etc.

Charron reviewed the water usage; in August 2018 - usage was 600,000 gallons less than last year at this time and Lost Nation used 300,000 gallons less. We've saved a lot with the improvements. When we got into the sewer the sand was at the end; we are not seeing it out of the system. It's keeping it out of the lagoons. What's coming in is going back out. It's helping all of us with the frustration.

- b. Discussion of letter received from NH DOT – J. Weagle read the letter, which said we are in violation of RSA 236.72 – regarding advertising on US Route 3. The letter is referring to the blue signs, the State is giving us 30 days to remove them. J. Weagle said this started when Clair Mood contacted the State about having the Moody Mug added to the signs. The signs are owned by GREAT and there are 3 of them – discussion ensued

regarding where they are located and where they could be moved. The RSA says that we can't visibly advertise. We can save the signs, if the road gets changed then maybe we can put them back up. Claire bought a sign through the State and has to pay a yearly fee to keep it up. A. Rossetto said that GREATs next meeting is the 26<sup>th</sup>.

- c. Discussion of PILOT – We have one with Ampersand for the Weston Dam. They haven't asked for one on the Brooklyn St. Dam. They have to request.
- d. Discussion/vote/signing of Policy for receiving payments using credit cards- Tammy wanted something for electronic payments. Melinda Kennett prepared a draft – J. Weagle read. There is a transaction fee to the customer to use it. 2-3% plus \$1.50 flat fee. We had already approved it the Board needs to sign.  
Motion to sign by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- e. Cash Summary – M. Phillips – Not reconciled. Beginning balance - \$1,399,000; revenue - \$151,000; expenses - \$534,000 (includes \$100,000+ in grants); added \$51,000 to Forest Maintenance CRF; Ending Balance - \$1,067,000.

Rossetto asked if the amount of unpaid tax balance has gone down and what's changed. J. Weagle said more have been paying, properties have sold and new owners are paying and keeping up, we also have a number of residents on payment plans as well. Rossetto asked if the Board could get a breakdown. J. Boisselle asked if it's from the new businesses as well? C. Wheelock comments people are paying and that's what drives it down, whether it's a new business or resident.

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

- a. Building Permits
  - 1. 17 Crow Hill – a mobile home moving from Page Hill 14' x 66' - 1996, 3 bedrooms, putting on a concrete pad, Beans Mobile Homes is moving. It meets the minimum set back. They haven't provided proof of paying the taxes yet. G. Cassady needs to approve the driveway permit.  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
  - 2. Betty Gilcris – 14' x 56' single wide mobile home – J. Weagle reviewed the permit.  
Motion to approve contingent on T. Bedell signing by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0
- b. Non-Resident Transfer Station Application
  - 1. New - William and Joanne Stewart Trust – 141 & 147 Old Village Road and State St.; they live in Columbia.  
Motion to approve contingent on the applicant providing the plate # by: C. Wheelock, 2<sup>nd</sup> by: M. Phillips, All in Favor 3-0
- c. Meeting Room Use Application
  - Coos County Law Enforcement – Sept 20 – 9:00 am – 12:00 pm – non-profit – waive fee  
Motion to approve and waive the fee by: M. Phillips  
2<sup>nd</sup> by: C. Wheelock, All in Favor 3-0

- d. Veteran's Spouse Tax Credit Application  
Transferring credit to spouse – Stacy Hodge and Gloria Wilson  
Motion to approve by: M. Phillips  
2<sup>nd</sup> by: M. Phillips, All in Favor 3-0

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

- a. C. Wheelock asked if we should send a letter to Cape Horn Vet Clinic regarding their garbage pick-up. J. Weagle thought it would be a good idea, so they don't put their business trash out.
- b. Discussion ensued regarding the Fanton property. Mr. Fanton needs to correct the plumbing water / sewer and the electrical. J. Weagle said he's working on bringing the issues up to code. He is living in the building – doesn't he need to issue a certificate of occupancy, J. Weagle said we don't have them. Some insurances, mortgage companies may require. Fanton is working on it without an approved building permit. J. Boisselle commented that he shouldn't be building without a permit. C. Wheelock would be ok with approving a building permit if he provided a reputable plumber and electrician. R. Charron commented he needs to have a master plumber and electrician to approve. It has to meet the codes. He didn't have any names on his original permit. To be fair a cease and desist order needs to be sent. J. Weagle will call Sean tomorrow to get the process started. J. Boisselle said we have a daily fine that can be assessed based on the date the letter is sent/received. It should be sent certified.

There is water and sewer; R. Charron said the Town connections are good. T. Bedell would have something that the master electrician, plumber signs off on.

- c. Planning Board Meeting – September 5, 2018 – 7:00 pm
- d. Election is on Tuesday September 11, 2018 – 8:00 am – 7:00 pm. T. Charron asked about the ramp, there are a lot of elderly and disabled that use it during the election. There is a board on it that's rotten and broke off, can it be fixed before that day. It should be a simple fix, will have the crew look at it.
- e. Ordinance meeting – September 10, 2018 at the Town Office - 6:00 pm
- f. J. Boisselle asked about the repairs on the Covered Bridge – C. Wheelock said the plan is to have the repairs done before winter. It's finding time in the schedules.

**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

Into Non-Public session at 7:03 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 7:17 pm

Into regular session 7:17 pm

- a. During the Non-Public session the Board reviewed a legal matter, discussed a personnel matter, and resident matters re: tax payments. The following motions were made:

Legal Matter: Motion to approve the draft with recommended change(s) by: MP  
2<sup>nd</sup> by: CW, All in Favor 3-0

Personnel Matter: Motion to renew the Chiefs contract with opened ended  
term by: MP  
2<sup>nd</sup> by: CW, All in Favor 3-0

- b. C. Wheelock said during a recent event at Speedway 51, car through the guardrail that the track needed some assistance with. Wheelock said he gave Randy Potter permission to use one of out jersey barriers and the loader.

**7. Adjournment:**

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

Adjourned at 7:25 pm

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