

**Town of Northumberland
Board of Selectmen
Meeting Minutes
Date: Monday, September 17, 2018
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.
Draft Copy**

Board Members: Michael Phillips, Jim Weagle, Chris Wheelock
Others: Norman Cotter, Jim Tierney, Nancy Mellow, Jim Gibson, Sam Oakes, Paul Perras,
Chief Pelletier, Rebecca St. Cyr - Recorder

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

2. Acceptance of Minutes: Correction: 9/4/18 minutes, Section 3, Item 3 "added \$51,605 from Public Works Equipment Fund to General Fund."

Motion to approve with correction above by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

3. Selectmen Business:

a. Department Head Business: Ambulance and PD Departments

Jim Gibson – Ambulance - EMS Chiefs Report

1. 2018 we have had 446 calls to date. The # of calls were updated after the print outs were made.
64 Transfer requests; 24 transfers accepted, 40 transfers declined YTD.
2. 2017 there were 462 calls for the same time period.
87 Transfer requests; 56 transfer accepted, 31 transfers declined YTD.
3. As you can see we have declined 40 transfers to date due to inadequate personnel/Ambulance. This equates to around \$48,000 of lost revenue.
4. We are currently down by 16 calls from last year's numbers. # reflects runs after the print out was made.
5. Comstar report: As of the end of August, \$159,016.52 received and \$189,776.06 committed. Becky's report has revenues of \$148,274.20; this does not include electronic deposits that recently came in totaling \$3,816.63 and checks from Comstar received last week.
6. A1 had to have the patient compartment heating system fans replaces.

Because of Gibson's displeasure with the paint job, they sent a couple of guys over to fix at no charge to us. The cost was easily over \$1,000.
7. This is the month all ambulances are due for the State DOT inspections and also the State Bureau of EMS inspections.
8. Follow up on overnight room and Town office proposal. C. Wheelock, spoke with

Richard Dupuis, he gave us the ok to do what we want to do upstairs. The budget is between \$2,000 - \$3,000. Upstairs over the Town Office, M. Phillips is fine with what he asked for.

M. Phillips - on the Comstar report \$159,000 received and \$189,000 committed. Committed is basically the money that will be coming in; from the time the bills go out until we receive payment.

C. Wheelock asked Gibson when purchasing tires for the ambulances are they done with the municipality discount? Gibson has looked into the Towns supplier; however, he has someone that can get them cheaper than Stratham.

Gibson said sometimes the Town crew doesn't get in to p/u the trash, he asked if he needs a sticker to take it up himself. He doesn't need a sticker if he's in uniform.

Chief Pelletier – Police Department

Opened 12 new investigations last month, made 4 arrests, covered 5 MV accidents.

Everything is going well.

The new cruiser, we are still looking for delivery in October. The white one will be retired and used just for travel.

M. Phillips – Becky Craggy talked about having officers sign a contract for a 3-year commitment. Pelletier doesn't think that's an issue with those on board currently. J. Weagle commented it would be for new hires and if the current officers want to sign, it's voluntarily. P. Pelletier said he's not sure if the contracts are enforceable, but will see if he can find out. J. Weagle said we are using Fremont's format. C. Wheelock understands it's more of a feel-good contract; it's a problem when we send an officer to the academy and then they leave. Wheelock commented that private businesses have tried to set up contracts and found they couldn't do it. M. Phillips would like to find out if it's enforceable. Pelletier will get back to the Board on it.

b. Review/discussion/decision annual Road Toll Requests

1. Boy Scouts - 4/20/19
2. Fox Family & Friends Relay for Life Team - 10/06/18 – 9 am – 2 pm
3. Ride in for Rene – no set date yet, possibly September
4. Relay for Life - 5/25/19
5. American Legion Auxiliary – Poppy Drive. 5/18/19

The policy is capped, there won't be any more approved.

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

c. Follow up discussion/decision on signage along Route 3

J. Tierney said we never got permission to put them up. If the posts don't need to be removed, the signs un bolted, taken down and possibly stored in the basement of the library. Claire Mood is paying a fee for the Moody Mug sign.

If the Town crew can take them down, J. Tierney will clarify if they can be stored at the Library. Further discussed the RSA.

d. Follow up discussion of project list - Solid Waste Dept. - C. Wheelock met with Paul Perras last Saturday; in Project 1 - Becky Craggy will put together a bid request, with any questions directed to Perras. M. Phillips asked about the wire and size of the opening in the front. Perras said it would be 18" x 24" which is a good size to sweep into. Perras spoke with AVRRD about the cardboard; the size is best at approx. 3' wide. Perras is thinking about a table to sort it on and slit opening to slide it into. Cardboard is the biggest issue at AVRRD, they don't take the following: egg cartons, white cardboard, ice cream or milk cartons and waxed board. It's educating the people as to what they can take. Closing in the front end will hopefully help, but it could take more time on the back end. M. Phillips asked if he want's people to bid on swing-out doors? Perras said they work quite well, he wants to go with them. On the front, he's looking for approx. a 14-gauge steel wire, something that won't bend. We should be better off with recyclables.

N. Merrow - when this is all taken care of, can we publicize the items that can be distributed for recycling. Perras said he spoke with NH Beautiful about getting some signs. J. Weagle suggested he speak with Donna Crompton about making signs as well. NH Beautiful didn't have the exact specs that we use. C. Wheelock feels the education will be a big thing.

In the past, we had to take the covers off glass jars and rinse them out, but we've slowly gotten away from that. Now they are going out to AVRRD with the covers and the glass broken. He asked what kind of repercussions are there for someone that isn't adhering to the policy. With curb-side pick-up, using the Transfer Station is a privilege and not a right. J. Weagle said we've discussed it more than once, to lose privileges for 20 day. C. Wheelock wants to leave here today with a path to get the message out so that P. Perras doesn't have to deal with those that don't follow the rules. C. Wheelock asked what the policy will be 1) warning; 2) lose for 1 month; 3) no access to Transfer Station. P. Perras further explained the system in Berlin. The cart system will not handle the glass, we will need to stay on top of it in a different manner.

Discussed the roof line and specs; on the back side of the compactor container; when taking it out, it caught the corner of it. Perras will put in a request for repair. There needs to be a knee wall between the glass and the other bin. The other knee walls are ok for now.

N. Merrow asked about books; Perras said we are not taking hard covered books at this time. They will take paperback, newspaper and magazines - they all go together. It's hard to pull the covers off a hard cover book. He is going to start utilizing the newspaper shed for something else. J. Weagle said the Library could sell them; but not that the price they want. N. Merrow suggested that once everything is settled, information needs to get out to the residents regarding what goes where and what they can and cannot do. J. Tierney commented the books could be set aside and thrown on the burn pile to get rid of them. M. Phillips commented we be losing our right to burn in the future. Further discussed the book issues.

N. Cotter asked about the wire/mesh fence; Perras said it's 6.5' x 40' long is the size. Cotter said he has some and asked C. Wheelock to stop in and look at it.

J. Weagle asked if we got the State driveway permit? Will have to check with Glenn Cassady. Usually there is a line waiting for the Transfer Station to open, Perras has been watching the flow and feels there needs to be another exit on the new entrance.

Further discussed the flow, dropping off and exiting.

M. Phillips reviewed the signage requested. "When dumping your trash, bring some cash". Those coming to the Transfer Station sometimes have the money; those that don't, we have to take their plate # and name. They don't always come back in to pay. J. Weagle suggested giving the list to Becky Craggy and we will send a bill. The notion of people dumping things along the road, we don't have a firm litter ordinance. When people dump on private property it's the property owner's problem. If the landowner doesn't say anything; we can't do anything about it.

P. Perras said they won't take tires on the rim at AVR RD; C. Wheelock said it could be cheaper for us to take to them to a garage to have it taken off the rim. We can increase the fee, based on what the extra charge would be. The fee schedule needs to be updated – the fees, language etc. We need to cover our costs, but if we charge too much, people will dump the tires where ever. Question on demo cans; Perras asked if we should we charge for everything or just what's on the signs. M. Phillips doesn't think we should be doing that yet; but we should make the list more complete. This is a work in progress. Phillips commented that as a community we pay taxes; we can cut costs and put the costs on the user.

Project 2 – is the idea putting concrete or asphalt behind the sorting bins and paving the area where the 2 cans are, which leads into Project 3 - putting in a roofing system over the refrigerators, etc. to keep them out of the weather. Surfacing – M. Phillips asked if Perras wants to pursue this fall. Perras discussed learning the budget and if there is money to cover. C. Wheelock said that Glenn Cassady had previously gave us numbers for concrete; he wanted that to settle for a year.

Project 3 – to apply Metal roofing over the cans; in the winter they get a lot of snow in them and we don't utilize the space. There are covers, he doesn't know the cost. The hard plastics that Prima America takes, they need to receive them baled. Perras thinks someone should meet with them. Perras talked about baling, if a wrong item is missed and put into a bale, the bale is considered contaminated at Berlin and goes to the landfill. Discussion continued regarding recyclables, baling, etc.

M. Phillips asked about the Normandeau contract; Perras is concerned with their practice of dumping their truck into ours. What's going to prevent them from dumping cardboard that isn't sorted into ours that is. J. Weagle commented that if Normandeau has a sticker as industrial, he can bring in whatever. Perras feels we need to talk with DES about them being able to dump into ours, he will get more info on it. C. Wheelock said we need to get people to change, which might not be easy. If we have different rules for different people, that's when we will be questioned. The hardware store is not required to recycle, but they do. They pull off the tape off and take the staples out of the cardboard. He feels we can control what goes into our Transfer Station, commercial, residential, etc. Perras met with AVR RD and every time we go over it takes them longer and need more people because it's a mess. Some are coming in with the recyclables all sorted. C. Wheelock further discussed.

With the curbside pick-up, Perras is not seeing the recycling. There are those of us that are trying and there are those that don't. Pay as you Throw might be the way to go for next year. The cost of bags is meant to cover the line item, which is the Towns cost for taking solid waste in containers to AVR RD. We bid on approx. \$67,000/year in fees. There would be a revenue stream to cover it, that represents \$.50 - \$.60 of taxes that we would no longer have. J. Weagle said some elderly people are using their grocery bags for garbage and can't afford to buy food let along bags. Discussion ensued re: pay

as you throw. There isn't an epidemic of people that are going to starve over buying garbage bags. The Towns cost would go down with Pay as you throw. It was designed to increase recycling; those using Wayno's dumpsters don't recycle and it goes directly to the land fill, but it's not cheap. P. Perras commented that with pay as you throw you need to come up with a hybrid system and further reviewed.

Perras discussed white paper recycling; M. Phillips would like him to work that out and advise.

- e. Discussion of Grant Application – Solid Waste Dept. Vote on matching funds
M. Phillips read the grant application, it's great if we can get some help for equipment, and signage. Perras wanted to talk with Robin Irving before submitting, but the deadline was Friday, so he submitted it. He asked if grants with matching funds need to go before the Board. J. Weagle said yes, they need to be approved by the Board, especially when it requires matching funds. Weagle review the project cost and match. The grant is through Coos Economic Development. P. Perras said he needs a shed for supplies, people are walking off with things that are being used. Perras will get back to the Board on the matching funds; it might be "in kind". M. Phillips said it shows good initiative and appreciates it.

- f. Final Change order Winter St. project – discussion, decision, signing
J. Weagle said the final cost was over by \$226.00; the change order doesn't indicate who or what the extra was for specifically, it was for a number of things. J. Weagle further reviewed. J. Tierney said it's just a grand total.

Motion to sign the final Winter St. project change order by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- g. Discussion / decision of 48 Maple St. inquiry
There has been inquiry on the 48 Maple St. property. J. Weagle asked if we want to put it back out for bid? We took it last year, but can sit on it. C. Wheelock asked about the Brownfield money because there was some contamination on the property. Wheelock is in favor of holding it hoping that the Brownfield money would cover it and then clean it up. J. Tierney said the during the 3-year window the original owner can still come back and take it over, but would need to pay for the improvements. If any remediation is done, they would have to pay for that as well.

If we knock it down, the Town would be liable if the owner came back and wanted it. C. Wheelock said the property is more valuable to us once it's cleaned up. Even if it becomes a vacant lot – it's more valuable to the Town.

4. Applications/Permits and Warrants:

- a. Building Permit Applications (7)
 - 1. Charles Fanton, Cumberland St.; T. Bedell hasn't signed, but has been involved with the property.

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

- 2. Larry Bennett, 11 Central Ave. – J. Weagle reviewed permit. 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

3. Archie and Debra Lewis, 182 State St., J. Weagle reviewed permit. T. Bedell hasn't signed. C. Wheelock further discussed.

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

5. Brian and Suzie Batchelder, 240 Lancaster Rd., 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

6. Richard Robinson – Routhier property, 324 Stratford Rd. – J. Weagle reviewed the permit. T. Bedell and the Routhier's need to sign.

Motion to approve contingent on Routhier's and T. Bedell signing by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0

7. Sandra Boudle, Maple St. – J. Weagle reviewed the permit. 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

b. Meeting Room Application

1. Primex, October 10, 2018 – 9:00 – 10:00; they will pay \$40.00.

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

5. Public Matters To Be Addressed By The Board:

- a. Conservation Commission Meeting - Wed., September 9, 2018 at 7:00 pm
- b. Northumberland Planning board – postponed until October 10, 2018 at 7:00 pm.
- c. M. Phillips commented that Al Rossetto asked about the amount of the back taxes at the last meeting. J. Weagle said he has it but didn't bring it knowing that Al wasn't going to be here tonight.
- d. C. Wheelock had a couple of people ask about the dog waste canisters. Dano's cleaned them out for Julie. B. St. Cyr mentioned that there are not any small bags in the one near the Town office.

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

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

Into Non-Public at 7:34 pm

Non-Public Session adjourned at 7:54 pm

Into Regular session at 7:54 pm

- a. During Non-Public session the Board discussed a Personnel Matter and made the following motion:

Motion to sign the contract with the Chief by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

Motion to approve the Motion of Understanding by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

Discussed other non-public matters with Chief Pelletier.

No further business was discussed.

7. Adjournment:

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

Meeting adjourned at 7:55 pm.

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