

**Town of Northumberland
Board of Selectmen
Meeting Minutes
Date: Tuesday, January 22nd, 2019
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.
Draft Copy**

Board members present: Michael Phillips, Jim Weagle, Chris Wheelock
Others present: Jim Gibson, Sam Oakes, Norm Cotter, Pete Marshall, Jim Tierney, Julie Boisselle, Al Rossetto, Nancy Merrow, Diane Daley, Robin Irving, Joseph Kennett, Min Kennett, Jeffrey St. Cyr, Amanda Anderson, Michelle Randall, Peter Pelletier, Dennis Miccuci, Dan Gray, Austin Sansoucy, Rebecca St. Cyr - Recorder

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

2. Acceptance of Minutes:

Motion to approve by: M. Phillips

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

3. Selectmen Business:

a. Department Head Business: Ambulance and Police Department

Jim Gibson – EMS Chiefs Report

1. Review of 2018 – We had 611 calls, 911 requests – 575; transported 344 patients, did 36 transfers. We are down approx. 40 from last year which is attributed to not doing the race track and a few other things. Transports – we are called out and patient isn't transferred.
2. 2019 we have had 34 calls to date.
13 transfer requests; 1 transfer accepted, 12 transfer declined YTD.
3. 2018 there were 32 calls for the same time period.
5 transfer requests; 2 transfers accepted, 3 transfers declined YTD.
4. As you can see we have declined 12 transfers to date due to inadequate personnel/Ambulances. This equates to around \$14,000 of lost revenue.
5. We are currently up 2 calls from last year's numbers.
6. Comstar report: Nothing reported in the new year yet. Becky's report: same as Comstar.
7. Update on prices and payment plan for the Zoll. Gibson has been shopping around to save money to help ease the burden on money problems. The newest quote is for approx. \$29,000 each. The company is willing to give us all 3 and bill us 1 per year over the next 3 years (with no interest). The units

go for approx. \$40,000 ea., we have old ones that will be traded in to save money.

N. Merrow asked what the units are for? Gibson said the Zoll is the heart and brains in the ambulance and explained what it does.

Peter Pelletier – Police Department

Since the last report, we've opened 11 new investigations.
Made 3 arrests and covered 2 accidents.

We've taken on another part time officer who is full time certified. We will be establishing a hiring list on Feb 23rd by doing some testing with the candidates we have. There are 6 candidates on an eligibility list. There are 2 more that are pending approval. Their scores are good for a year, so once tested they will remain on an eligibility list.

Officer Miccuci will be going for training on Jan 25th and we will be going down again in February for more training re: Use of Force and Liability training. We've developed a partnership with the Dept of Forest and Lands – they will be doing some training for us as well.

Promotion Warrant – since Lt. Audit retired, we need another Admin Officer in the Police Dept. Officer Miccuci has done an exemplary job; Chief Pelletier read the warrant promoting Dennis A. Miccuci to Lieutenant.

Norm Cotter asked if we are getting back to 24 hr. coverage. J. Weagle explained we are re-building over time, our plan is to keep building as we can. M. Phillips said in the next budget we are appropriating for a 3rd full-time officer. When the budget is presented, you'll see the numbers. Pelletier said we do want to get back to 24-7, but are still years from it. Without adequate police coverage – new businesses might shy away because of it. Pelletier has had applicants stop in for applications; he's encouraged by the current hiring process.

J. Kennett said hopefully a 3 third full-time officer has been put in the budget. Pelletier said yes it has been included and hopefully it's supported at Town Meeting. Currently we have an officer at the academy – it's going ok as far as we know. She is starting week 3 today of the 16 weeks training.

J. Weagle asked about the phone number for when he's not on duty? People are calling and it's not going anywhere. Pelletier thinks people might be calling in at the same time so it's ringing busy. Weagle suggested he check into it further.

b. Request for exception to Demand Fee (commercial to Residential) – Daley/Caron – Diane Daley asked if her mother's (Lou Caron) W/S could be changed to residential from commercial. J. Weagle said the line would need to be cut. Daley said they have been, Weagle suggested she have the Town crew confirm and report to the Town office to have it changed.

c. Discussion / setting of Town election hours. – M. Kennett said the Board sets the

election hours, but the election workers hours are in her budget. For years the hours for Town elections were 9:00 am – 5:00 pm; several times she had been to the Board about trying the Town Meeting on Saturday's. It was decided that we would try it because having the Town Meetings on Tuesday night after elections sometimes ran late.

It's never been Kennett's intention to extend the hours but to keep the 8 hours. She contacted other towns for their hours, the State and Federal elections are 8:00 am – 7:00pm. M. Kennett said there is a lot of work that goes into the elections. We put the change in hours on the ballot last year, but it didn't pass. If we opened for 8 hours instead of 10, the budget would go down a bit; it's a very long day.

Kennett reviewed the work involved for a typical election, her goal is to get out of the office by midnight. She said Keith Young had pointed out that some come early; if someone can't make it, there is always an absentee ballot. C. Wheelock is in favor of keeping it open until 7:00 pm for those that work during the day.

M. Phillips asked if State/Federal vs Town was distinguished on the ballot last year. Kennett said it was distinguished but some don't separate it. Most people understand it, but there were some that came in after Town Meeting stating they didn't. We would like to consider setting up shifts for the workers on those longer days for the State/Federal elections. For the Town elections, we can set our own hours. M. Phillips reviewed Article 16 on the 2018 warrant.

Motion to change the local election hrs. to 11:00 am–7:00 pm by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

For State and Federal elections, the law is 11:00 am – 7:00 pm; the towns can set/vote on the Town election hours.

- d. Setting of final public hearing date for 2019 budget – the last date to post a notice for a budget Public Hearing is February 15th; last day for warrant articles is Feb 5th. Suggested having the final public hearing on Feb 11th at 6:00 pm.

Motion to hold the final Public Hearing for the budget on
February 11, 2019 by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

N. Merrow asked if we can have someone available from the Rec Dept that can provide #'s. C. Wheelock received an email with the #'s and can share with Merrow. The information is also in the report for the Town Report.

- e. Opening/review/decisions of Quotes received for Town report printing
 1. Smith & Town – 550 copies; \$1,675.00
 2. Liebl – \$2,559.13
 3. Town & Country - \$2,164.13
 4. Seventh St. – no longer doing Town reports.

Motion to accept the quote from Smith & Town Printers by: M. Phillips

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

- d. Other business – R. Irving sent the Board an email today re: Rotobec has a request for hydrant flow testing. D. Gray said with the new building they need a sprinkler system and one of the requirements is to have a flow test done. He understands that winter is not an ideal time to do it, but without it, it could delay them approx. 1 – 2 months.

C. Wheelock said the email talks about winterizing and what the additional costs would be; or is this even possible. R. Irving said it's not about the winterization it's about the system. For example, last year the Fire Dept. ran a hydrant drill without giving notification to the Department. It created havoc for a number of homes. It's not the time of year, if anything does happen - we have frost down 24" and would need someone to come in and chip down to the pipes.

Wheelock asked Gray if they can achieve what they need by not doing the test. Gray said we have asked Prima America for the data, but it's not close enough for what they need to be able to use it. Gray reviewed why they need the data.

J. Weagle said we're being told it can be done without the flow test. R. Irving said in 2016 we did flow testing in front of Prima America. There is some info from that, but it's not enough to give Rotobec what they need. She has been trying to get the underlying flow data from the company that did it. It was contracted out so we can't get it. Irving further discussed.

M. Phillips asked if there is a fire in the winter and the Fire Dept uses a winterized hydrant, do we see sediment, etc.? R. Irving said yes. J. Tierney asked about NSA – R. Irving reviewed. Phillips commented that Rotobec is closer to the well heads, the pressure should be better.

M. Phillips asked D. Gray for further explanation of their time line. Gray said they are hoping to open in June or July; the line sizing is the biggest thing; we need to get everything ordered. He said if we can do it in the next couple of days, while it's warmer, that could be an opportunity. J. Weagle said the Water Superintendent said absolutely not. M. Phillips asked Gray if Rotobec is onboard to pay any additional costs for damage, etc. D. Gray said it depends. C. Wheelock said that's the only way that we might agree to it, if Rotobec agrees to cover damages.

J. Boisselle asked if they can plan on what the pressure might be and move forward. Gray said no, it's the cost, a big cost. Irving said Doug White suggested putting protection on the system to prevent damage. Prima comes off the same line, which we don't have the data for. C. Wheelock asked if they had the data of what's coming off our pump, could some calculations be done to figure what it needs to be. R. Irving will work on getting some data ready for D. Gray.

4. Applications/Permits/Abatements and Warrants:

- a. Intent to Cut

1. Joseph Keenan, Lost Nation – J. Weagle reviewed the cut. M. Phillips mentioned this property is accessed by a Town Rd.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- b. Supplemental to Intent to Cut
 1. Larson property – R. Dupuis is the cutter.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- c. Meeting Room application –
 1. Dan Gray, Rotobec – March 1 & 2, 2019 – hours – 8:00 am – 7:00 pm for a job fair. They are paying \$100.00 to use the room.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- d. Non-Resident Transfer Station Permit Application–the application wasn't submitted.

5. Public Matters To Be Addressed By The Board:

- a. Announcement budget work session – January 23, 2019 at 6:00 pm in the Town meeting room.
- b. Proposed Animal Ordinance Updates - J. Boisselle – The next meeting is January 28, 2019 @ 6:00 pm. She presented the Board with the Animal Waste Ordinance; they decided to combine the Animal and Dog Waste Ordinance. By NH law it's RSA 466. Our ordinance was not up to speed with the RSA; they thought the easiest way was to adopt the RSA. They increased the fines, which was really the only change. We just made it compatible with what we have for fines now. Before the next meeting we need to have a Public Hearing.

N. Merrow asked if this goes under the Selectmen, are the meetings posted and are there minutes? J. Weagle said the meetings have been on the web and Becky Craggy has the minutes. J. Boisselle said she checked with 3 different departments in the State of NH, the committee is not regulated by any rules.

J. Boisselle said they are working on a new ordinance and would like to get it on the warrant for Town Meeting. They are meeting on January 28th. The committee is open anyone can come; a couple members have dropped off. It was helpful when Officer Miccuci came to a meeting, he was able to answer some questions that we had.

M. Phillips asked what the new ordinance is about: Boisselle said it was brought forward by Officer Micucci, it's regarding: Paupers, Peddlers and certain Vendors. They would be required to get a permit before going door to door. Phillips said there is another one re: littering, Boisselle said it's on their list but they might not get to it until next year.

R. Irving mentioned there is another one for 911 addresses; Boisselle said we don't have anything on that. J. Boisselle said they were trying to work on 2 ordinances per meeting, but it was too much so they will focus on one until done.

J. Kennett asked what the Animal Ordinance covers, Boisselle said the one we had wasn't very clear. C. Wheelock said it covers – Licenses, vaccinations, rabies certificates, breeders health certificate, dog waste. Boisselle said we tried to make it very clear – cut and dry.

- c. Trustee of Trust Funds Meeting Announcement – Tuesday, January 29th, 7:00 pm in the conference room
- d. Health Officer vacancy October 18th, 2019 – M. Audit's term is up October 18th, he is not interested in being re-appointed.
- e. Norm Cotter asked if we are we starting to charge for everything going into the demo can at the Transfer Station? The Board said if there is a bucket full, no. If there is a truck load, yes. C. Wheelock said we've had the charges, but they haven't been enforced. Wheelock said we want feed-back; we've asked Paul to do a lot in a short time, we are trying to get to the point where the people that are using it are paying for it.

Currently we are working on oil, which is an environmental concern. We are trying to tighten up and address the ever increasing costs at the Transfer Station and in property taxes. It's a flexible and growing process.

Cotter asked about the cost for tires, J. Weagle said he thinks it's \$4.00 (up to 20"), most garages charge \$5.00. C. Wheelock will check with Paul to be sure he has the most current information.

- c. N. Merrow had a concern, when doing the budget for the library and after a meeting we decided to change the hours to make it more even and a memo was sent to the Board, but it didn't get changed. Merrow said she wouldn't have known about it if Becky Craggy hadn't called her because she had a question. J. Weagle said when Gail sent an email, the .25 had been put in, but he got confused. When he was putting the numbers in, it wasn't jiving, so he asked Becky to call Merrow to clarify. J. Weagle said it should be alright now. N. Merrow said the only change was an hour.

6. Non-Public Session: (Pursuant to RSA'S 91-A:3,II (a), (b), (c), (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 7:10 pm

Non-Public adjourned at 7:51pm
Into Regular session at 7: 51 pm

- a. During the Non-Public session the Board discussed a legal matter and personnel matters with the Police Department.

Motion to deny the Eversource Proposal by: M. Phillips
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

Meeting adjourned at 7:53 pm

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