

Town of Northumberland
JLMC Committee
Draft Meeting Minutes
Dates: Thursday, December 10th, 2020
Place: Town Office – 19 Main Street
Time: 12:30 to 1:00 P.M.

The committee will meet to discuss the following items;

JLMC members present: Glenn Cassady, Robin Irving, Elaine Gray

Others present: Randy Potter, Cody Brown, Melinda Kennett, Jim Weagle, Becky Craggy, process coordinator

Craggy opened the meeting at 12:30 pm

- **Acceptance of 09/24/2020 meeting minutes:** Craggy asked for a motion to accept the minutes of the 9/24/2020 meeting as written. Motion by Gray, second by Irving. Motion carried
- **Finish JLMC appointments** – Craggy indicated she added to agenda. Kennett said Gibson is not here and Cassady is going to stay after the meeting to get sworn in.
- **Review of letter sent to 10 Station Square landlord Oct. 7th** – Craggy wanted to follow up with committee. She shared the letter that went to the landlords prior to elections. Craggy asked if they did what was asked? The overall consensus was that the work was done, but they left items to clean up as they did not finish until after dark. Cassady said town crew cleaned up as best they could. Conditions were acceptable for the elections.
- It was brought up again about a roof over the ramp. Craggy indicated it was still being discussed. Irving indicated with the new discussions and planning of an EMS/Police building this project has been put aside for now. Gray shared an incident of a tripping outlet.
- **Review of any first reports filed** – Craggy said there were no first reports of injury to go over this quarter. Craggy said we have done amazingly well this year.
- **Follow up discussion of COVID matters** – Craggy asked if there was any follow discussion/questions with regard to COVID matters? Cassady stated it has been a learning process and we all are just trying to get through it. Irving stated tomorrow is the press conference with the governor, staff does get email notices of the conferences. Irving said one of the questions was about where are we going with Town meeting. Irving said Donna Jordan is going to ask the governor again at the conference tomorrow. Irving said we all are in budgeting season right now and a lot of towns do not have virtual platforms. Cassady pointed out people out of town would

find it especially hard. Kennett stated she would like to see an in person town meeting, she said it is a New England tradition and a lot of people look to this kind of interaction each year. Residents need to be present to hear all sides of larger voting items. Cassidy stated he thinks this is the way the school would be going .

Discussion ensued about having two Saturday meetings and if it is viable, different set ups were discussed. Discussion ensued that it would be a choice for residents, there may be some that choose to stay home. Irving pointed out there are going to be two big controversial bond issues on the warrant. They want to try to field all of the questions prior to Town meeting with informational hearings. Irving said we want them to be informed. Irving feels the ambulance/police building will bring the numbers in.

Discussion ensued about budgets and tax rates from all entities, school, county, state, and local. Plus, the effects of COVID and mitigation of that on budgets.

The committee discussed what is being done currently within the departments to minimize transmission of the virus and daily habits. Cassidy explained what is being done at the school level. Irving discussed about getting the air cleaner/ionizer with some COVID money for future use. For elections and daily use for meetings, work areas. It was mentioned that it is portable which is good.

Craggy asked if there were any other COVID matters, consensus of the committee is that all the departments were doing good.

- **Update, if any for Public Safety Building Project** – Irving said they just put the press release out today and it will be in the Democrat this next week. Irving said Donna Jordan wanted to an interview with Allan Clark and it would be in their issue next Friday the 18th. Irving said at that point hoping the floor plan will be released with it. She feels visuals for people are really important. Kennett asked this is the same guy that did Twin Mountain? Irving said yes and Weagle said North Conway as well.

Discussion ensued about the shape and layout of the building for the police side and ambulance side. (*Proposed floor plan attached to these minutes for review).

Irving said the police side adheres to all state requirements. The ambulance side presents needs to help increase revenues. Discussion ensued about the size of Lancaster’s crew and how this may affect Groveton. Potter indicated they were looking to add 6, Weagle understood some were leaving and made note of it being a “hospital town” which is an advantage.

Discussion ensued about the cleaning of the municipal buildings and different options. Currently, all departments are doing their own cleaning because of COVID.

The conversation concluded with consensus of making sure residents are informed about the projects and different means/formats of informing the general public. It is important to the success of the project.

- **Any other business to be addressed by committee-** Craggy asked if there was any other business to address? No one had anything to add. Cassidy indicated everything seems to be going well. He said they have been receiving complaints because the ground isn't frozen yet.
- **Adjournment** – Being no further business to discuss, Craggy asked for a motion to adjourn. Motion by Irving, seconded by Kennett. Motion carried.

Meeting adjourned at 1:02 pm

Respectfully Submitted,

Becky Craggy, Safety Process Coordinator

Minutes approved by JLMC Committee on _____.

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