

**Town of Northumberland**

**Board of Selectmen**

**Draft Meeting Minutes**

**Date: Monday, July 20, 2020**

**Place: Town Meeting Room – 10 Station Square**

**Time: 6:00 P.M.**

**\*During the meeting "social distancing" will be practiced and wearing of masks is strongly encouraged\***

**Select Board Members Present:** Chris Wheelock, Chair, James Weagle, Michael Phillips

**Others Present:** Sam Oakes, James Gibson, Al Rossetto, Norm Cotter, Robin Irving, Peter Pelletier, Zach Bishop, Noelle Gannon, M.G., Samantha Gaudette, ARC, Pete Marshall

- 1. Chairman opens the meeting:** Chris opens the meeting at 6pm.
- 2. Acceptance of Minutes:** Chris asks for motion to accept minutes from July 6<sup>th</sup> meeting. Jim makes motion to accept minutes from July 6<sup>th</sup> meeting, Michael seconds, all in favor, 3-0.

**3. Selectmen Business:**

- a. Dept. Head Business: Ambulance and Police Dept.

James Gibson reports: To date 307 calls, 23 call ahead of last year which were 284 calls.

There were 23 requests for transfer to date, 9 were accepted, and 11 declined.

Comstar report: As of 7/11/2020 total commitments are \$118,189.39. Payments made this year up to today are \$92,609.04.

There are no active Covid-19 cases to report in Northumberland.

All ambulances are at par. We still have occasions of using all 3 at the same time and have been lucky enough to have the personnel to cover them.

Chris: About the Covid-19 case in Groveton.

James: It was a false positive.

Chris: There are a couple of cases in Lancaster?

James: Yes and in Berlin.

Chris: Does anyone have anything else for James?

Nothing else.

Peter Pelletier reports for the Police Dept.: There were 13 new investigations opened with 11 arrests. There have been a total of 177 traffic stops.

Received a Certificate of Appreciation from Frizzell(?) on behalf of the American Legion.

Need to discuss with Board on the possibility of selling the white Ford, setup as a cruiser, but was for town use in Town travel. It has a mouse infestation, and worn out. Will need another vehicle.

Chris: Would like Randy to look at for an estimated worth.

Peter to talk to Glenn and Randy.

Peter: overall operations sent to the Board, discuss some activity with Mattson and Bishop. Some schedule changes, overall better coverage.

Chris mentions that there have been a lot of comments on seeing more police presence.

Peter: We have received a lot of comments as well. Compliments from the right people and complaints from the wrong people.

Chris: Min wanted me to give to you, gave Zach a list of dog complaints, Peter to give summons to people of unregistered dogs. \$25 fine versus \$6 to register.

b. Request to park American Red Cross vehicle – Samantha Gaudette

Samantha Gaudette from the American Red Cross, requests from the Town permission to park the Red Cross Emergency Response Vehicle in Groveton. She feels it is a more central location for the 3 teams that share it. Presently it is in Colebrook which is not very local.

Chris asks if they have insurance.

Samatha responds that they have a sheet with contact and insurance information.

Chris says we will vote on it and Samantha is to work with Jim and Peter on where the best place to park it would be.

Jim adds that Becky is working on a certificate of no liability for the Town letter, and makes a motion to allow the vehicle to park in Groveton with no liability to the Town. Michael will second, but is curious about having a key.

Samantha will discuss this with her representative, but lives in Groveton.

Select Board, all in favor, 3-0.

c. Discussion of proposed property use – Noelle Gannon presents to the Select Board on how she would like to use her 5<sup>th</sup> wheel camper as an Air BnB. Would like to get a variance from the Select Board. There will not be a lot of renting. She has been doing a lot of work around her property removing a lot of garbage, looking for direction on this plan.

Chris brings up that it cannot be occupied for 3 consecutive weeks.

Michael inquires regarding a bathroom within the camper.

Noelle speaks on her vast knowledge on how to handle septic waste.

Select Board converses on plan and then gives their "OK".

Noelle thanks the Board for their vote.

d. Discussion of hours reduction for General Assistance Office

There was a message from Judy that she did not have enough work to make 2 days per week.

Chris brings up that if Judy went to one day per week that would save some money.

Jim says she would still come in for busier times, water bills, tax season, 2 days per week.

Michael is ok with that decision.

e. Opening, review, discussion, awarding of Bids received for Salt Shed Construction

Chris mentions that he has made a material take off for all contractors who want to bid on the Salt shed construction to be fair to all. As of now there have been no bidders because of the hold up of information to contractors and their response.

Jim makes a motion to extend the bid period.

Chris: notes that this needs to be extended to the public.

Michael brings up that the concrete is being poured by the end of July, early August.

Chris: so we need a drop dead date for Glenn to get his stuff in by winter.

Jim makes motion to extend the bid deadline until July 31 at 4pm closing.

Michael seconds, all in favor, 3-0.

Robin brings up that Becky is off that Friday so bids need to come to her and that should be noted.

f. Discussion of draft PHS PILOT agreement

Chris brings up that based on recommendations from Sansoucy the Town is looking to get away from a generation to a fixed generation revenue. Averages were looked at and were at \$20,000 to \$23,000 per year. The amount should start at \$20,000 for the year 2020, raising by \$1,000 per year to cap at \$25,000 and maybe in 2025 start to move away from power generation revenue. Need to have Sansoucy's input.

Michael and Jim like the concept.

Chris: tonight this is only discussion, after we receive Sansoucy's input we can call PHS back in.

g. Authorization for finance to transfer money from GF checking to investment account

There is currently \$1,684,640.11 in the general fund. With tax revenues coming in Becky feels she can safely transfer \$600,000 to the higher interest account.

Jim makes motion to approve, Michael seconds, all in favor, 3-0.

h. Discussion/vote to approve Engineering Preliminary Assessment Report "White Mountain Energy Park"

Robin explains there has a business development grant of \$60,000 being applied for. Originally there were 3 business who had a memorandum of understanding for this. They were a drywall business, small college and a research and development business, but now, none of those are viable. Once CoGen becomes operational in September or October, she has 2 businesses waiting for the operation to begin. Jobs will be provided and this will justify the report and the money we borrowed. Would like to have the Board officially approve the report.

Jim makes motion to formerly approve the report, Michael seconds, all in favor, 3-0.

i. Review, discussion, decision of complaints received by Board of Selectmen

Chris reads letters sent by two residents. One letter from Tim Billodeau on Brown Road. He is seeing houses without siding and steel in front yards for sale, like junk yards. He wishes to inform the Select Board about this, Select Board to review and take action on.

The second resident is Jack Bernard, up in the Nation. There is an apartment building whose residents are putting their rubbish out the night before. Bears are getting into it making a mess which does not get picked up by the residents.

Select Board discuss contacting the Landlord and Peter will be notified as this is an ordinance violation.

j. Cash Summary – June

Michael gives June's un-reconciled numbers.

\$1,504,978.33 in collected revenues, \$665,787.73 in expenses including the School July and August payments. Leaving a balance of \$1,630,130.11. Last year we had \$120,000 more, but we did not prepay the August School payment in July. We are where we should be.

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

a. Review, discussion, decision of Permit by Notification to be filed by Transfer Station Mgr. to DES

Chris brings up that this is done every year.

Jim makes motion to file the Permit, Michael seconds, all in favor, 3-0.

b. Annual PA 28 Form Notification

Selectmen not signing PA 28. This would be in lieu of building permits. Jim makes motion not to sign PA 28, Michael seconds, all in favor 3-0.

c. Application for Reimbursement for Federal and State Forest Lands

Chris relays this is for Cape Horn State Forest in the amount of \$293, and White Mountain National Forest in the amount of \$247. Jim makes motion to approve, Michael seconds, all in favor 3-0.

d. JLMC appointments (Cassady, Gibson, Irving)

Jim makes motion to approve all 3 appointments, Michael seconds, all in favor, 3-0.

Chris brings up an adjusted amount for, and this is the second GOPHER(??) request for time of \$4,741.96 from \$5,035.59, a second. Some time of Becky's that could not be applied for.

Robin would like to request a motion to approve a requirement to submit an application to the Dept of Justice funds for ambulance ventilators. Jim makes motion to approve the submittal to DOJ funds for ambulance ventilators, Michael seconds, all in favor, 3-0.

e. Announcement by Chairman the second GOFERR request was submitted on July 9<sup>th</sup> for \$5,035.59. There is one more request period to submit future expenses in.

Building Permit Applications (4) – none.

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

Al Rossetto brings up that he had stopped by to see Joshua Phillips regarding not having a building permit for his new porch. They talked at length, Joshua to fill out form when he returns in 2 weeks. Al has not seen a permit. Thought it was settled. The Select Board will send a letter to Joshua. Al will send over the email from Joshua to the Select Board.

Jim Gibson mentions that in the last few weeks he has been receiving complaints for non-compliance with 911 addresses. Some of those addresses are asked for too much ahead. Some haven't purchased the property, nor do they have permits. Jim says it seems to be a requirement of banks these days before they will approve a loan. Fraud protection.

Michael: That should be the Bank's issue, not ours.

Meeting announcement of Building Committee – 7/20/20 7 pm

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

a. Resident Matters (MK) - None

**7. Adjournment:**

Jim makes motion to adjourn at 6:38pm, Michael seconds, all in favor, 3-0.

Next meeting, August 3, 2020

Respectfully submitted,

Pam Kathan  
Select Board Minute Taker

Minutes approved by Select Board Members on \_\_\_\_\_

X

\_\_\_\_\_  
Jim Weagle  
Northumberland Select Board Member

X

\_\_\_\_\_  
Chris Wheelock  
Northumberland Select Board Chair

X

\_\_\_\_\_  
Michael Phillips  
Northumberland Select Board Member

***\*The deadline for agenda items is noon on the Friday before the scheduled meeting.  
(Effective 7/11/05) by majority vote of the Board of Selectmen.***

***\*\*The agenda is subject to change.***

***\*\*\*This institution is an equal opportunity provider, and employer.\*\*\****