

**Town of Northumberland**  
**Board of Selectmen**  
**Meeting Minutes (Draft)**  
**Date: Monday, June 21, 2021**  
**Place: Town Meeting Room – 10 Station Square**  
**Time: 6:00 P.M.**

**\*During the meeting wearing of masks is strongly encouraged for unvaccinated individuals\***

**Select Board Present:** Jim Weagle, Chair, Keith Bronson, Bill Caron

**Others Present:** Norm Cotter, Pete Marshall, Melinda Kennett, Kathy Frechette, Robin Irving, Trevor Gibson, Sam Oaks, Lawrence Boudle, Sandy McBey, James Gibson, Jon Woodworth, Janice Woodworth, Peter J. Pelletier, AJ Emerson

Community Development Block Grants (CDBG) are available thru New Hampshire Community Finance Authorities as follows:

Up to \$500,000 Annually for Economic Development Projects, Public Facility, Housing Project and Emergency Activities.

Up to \$25,000 for each Planning Study Grant which will directly benefit low to moderate income persons.

**PUBLIC HEARING #1** – Proposed CDBG Planning Study Application for Brookview Mobile Home Park – Infrastructure study of 22 unit manufactured housing park. Majority of residents low or moderate income.

No comments – Public Hearing #1 closed by Jim. Motion to approve and having the Chairman sign by Bill, seconded by Keith, all in favor, 3-0.

**PUBLIC HEARING #2** – Housing and Community Development Plan – Identifies any needs that currently exist or are anticipated in the next 3 years. It is a basis for guiding the Town’s housing and community development actions.

Public Comment: Robin Irving – The plan has been updated to reflect current trends in Town and Master Plan. References to Wausau and Ames have been deleted.

No more comment, Jim closes Public Hearing #2. Motion to approve and having the Chairman sign by Bill, seconded by Keith, all in favor, 3-0.

**PUBLIC HEARING #3** – Residential Anti-displacement and Relocation Assistance Plan for the CDBG Planning Study for Brookview Mobile Home Park – This is a study not a relocation.

Public Comment: Robin Irving – This is a HUD requirement and formality.

No more comment, Jim closes Public Hearing #3. Motion to approve and having the Chairman sign by Bill, Keith asks what this is for, exactly. Robin explains that it is for the sewer tank and pump station. Housing needs have been looked at and now an engineer needs to look at getting the tank and pump station up to code.

Lawrence Boudle explains that it covers the entire system, water lines, waste water, everything in the ground from houses to tank, as well as the tanks and the pumps.

Seconded by Keith, all in favor, 3-0.

**1. Chairman opens the meeting:**

**2. Acceptance of Minutes:** Correction to 6/7/21 meeting minutes all references to Herb in the Brookview discussion should be corrected to Lawrence Boudle.

Bill makes motion to accept minutes with correction, Keith seconds, all in favor, 3-0.

**3. Selectmen Business:**

a. **Department Head Business:** Ambulance and Police

Jim Gibson – Ambulance

Low call volume.

Comstar receipts: \$68,434.31

Covid update: no new cases in any service areas

Trucks are up to date on service. A1 will need a new battery.

Next 2 weeks staffing will be low due to vacations, Lancaster will try to help.

No anticipated date for switch over of dispatch to Grafton. Need to have the Select Board sign permission slip to obtain EMS information. Some discussion on the switch, way calls are currently dispatched. Jim feels this will unify the call information given to Fire, Ambulance and Police.

Peter Pelletier – Police

To date 289 calls for service, 67 were vehicle stops, 14 new investigations, 7 arrests, 2 crash investigations.

Attended recovery and coaching training. Program is working very well there have been 6 rehabs and some relocations already.

Norm Cotter comments to Peter regarding the intersection that needs a sign, cars don't stop.

Peter replies that he dropped the ball and will be contacting DOT.

b. Selection of a CDBG grant writer – Donna Lane is the only one who applied and her fee is \$1500. She has been used before.

Keith asks Robin if that is her job.

Robin replies not for block grants.

Jim lets Keith know that the Town doesn't really pay it as it is built into the grant.

Robin explains that she and Donna work closely together, it is a team effort.

Keith makes motion to approve Donna Lane as the grant writer, Bill seconds, all in favor, 3-0.

c. Annual PA28 Authorization – Inventory of Taxable Property Form for 2022 – Jim says this is a yearly form, we do not use because we have building permits. Bill

makes motion to not use PA28, Keith seconds, all in favor, 3-0.

- d. Thank you to Louise Collins – Sign Painting – Jim would like to send Louise a thank you letter for repainting the Town entry signs. Motion by Keith to send a thank you letter, seconded by Bill, all in favor, 3-0.

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

- a. Building Permit Application(s) Barowski, 514 Lost Nation Rd Map 246, Lot 11  
Al has signed, they have paid all fees including late fee. Bill motions to approve, Keith seconds, all in favor, 3-0.  
  
Groveton HS – 65 State St, Map 104, Lot 019 – Al has signed the permit and because it is a school the fee is waived. Bill makes motion to approve, Keith seconds, all in favor, 3-0.
- b. Non-Resident Transfer Station Permit Application(s) Francis, Michael Lot 2 on Longview Dr. New application – vacant lot, bringing a camper. Keith makes motion to approve, Bill seconds, all in favor, 3-0.  
  
Breault Properties – 55 Church St. New application – permit to clean up apartments – Keith makes motion, Bill seconds, all in favor, 3-0.
- c. Junkyard License Renewal – Harold Marshall – Lancaster Rd Map 240, Lot 007  
Fee paid, Bill makes motion to renew, Keith seconds, all in favor, 3-0. Marshall thanks Selectmen for approving, Jim says thanks for doing it right.
- d. Veteran’s Tax Credit Application – Spouse of Veteran – 10 Tetu Rd - changed her housing and needs to get the application changed. Bill makes motion to approve, Keith seconds, all in favor, 3-0.

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

Kathy Freschette is concerned about the State Street apartment building. Trash is all over the sidewalk and you cannot walk on sidewalk. The garbage is stacked all around the hydrant, what if there was a fire.

Jim replies that the regs say to put the garbage on the sidewalk, curbside. A letter can be sent to the landowner regarding that bringing up the fire hydrant blocking.

Kathy Freschette asks if the dumpster is gone. No one sure.

Norm Cotter brings up the RR crossing, thought it was going to be fixed last week.

Keith and Bill respond that it is being worked on. Keith says he will have to call St. Lawrence RR again regarding the work.

James Gibson asks when the 911 switch over numbering at the Town Office will happen. Jim tells James to speak with Liz, now her job. James offer to help Liz with all of that stuff.

Jim asks for motion to go into non-pub. Bill makes motion, Keith seconds, all in favor, roll call vote done, 3-0.

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

- a. Resident Matter
- b. Personnel Matter(s) (2)

Jim asks for motion to come out of non-pub, Bill makes motion to come out of non-pub at 8:20pm, Keith seconds the motion, all in favor, 3-0.

**7. Adjournment:** Jim asks for a motion to adjourn, motion by Bill, second by Keith, all in favor, 3-0. Adjournment approximately 8:21pm.

Next meeting, July 12, 2021

Respectfully submitted,

Pam Kathan  
Select Board Minute Taker

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

X

\_\_\_\_\_  
James Weagle  
Northumberland Select Board Chairman

X

\_\_\_\_\_  
Bill Caron  
Northumberland Select Board Member

X

\_\_\_\_\_  
Keith Bronson  
Northumberland Select Board Member

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