

Town of Northumberland

Board of Selectmen

Meeting Minutes (Draft)

Date: Monday, April 4, 2022

Place: Town Meeting Room – 10 Station Square

Time: 6:00 P.M.

During the meeting wearing of masks is strongly encouraged for all individuals

Select Board Members Present: Keith Bronson, Chairman, Bill Caron, Jim Tierney

Others Present: Glenn Cassady, Sean Durkin, Al Rossetto, Norm Cotter, Pete Marshall, Kim Caron, Terri Charron, Reggie Charron, Rose Menzies, Doug Menzies, Tammy Letson, Town Administrator

1. Chairman opens the meeting: Keith calls the meeting to order at 6pm on Monday, April 4th, 2022.

2. Acceptance of Minutes: Corrections to March 21, 2022, meeting minutes

- 1)** Any reference in text of minutes to Town Manager should say Town Administrator
- 2)** Pg. 2 Item 6b – TOTF one person put in writing, Lyn Tober. Becky emailed Tracey Morrill and had not heard back from him.
- 3)** Pg 3 Item 6j – last sentence Mattox should be spelled Maddix
- 4)** Pg 3 Item 7b – Correct spelling of names are: Dana Breault, Guy Mailhot, Michael Francis on Longview Dr and Tom Wemyss, Red Dam Conservatory is from Pier Point Energy

Jim makes motion to accept minutes with changes as written, Bill seconds, all in favor, 3-0.

3. Department Head Business: Highway and Water/Sewer Depts.

Glenn gives Highway Report. One load of salt was purchased and only one truck was filled so there is $\frac{3}{4}$ of the load left which can be mixed with sand. Started the four 10-hour days schedule. Working on dirt roads to repair. There was an issue with the road ban, had to put a stop to the power company using the road, but they gave permission for the town to use their material to repair the road. On Page Hill there is a resident, Ellen Grease, who lets the town store material over the winter to use in the Spring for road repair. Cleaning up the Cemetery from brush and the roadsides from trash. Working on the small ballfield to repair ruts from cars, general cleanup around town, coal patching and when the weather becomes warmer annual striping will be done and then return to working on the pool.

Discussion between Board and Reggie and Glenn on the remaining leaks, the amount of water leaked per day 27,000 gallons. The possibility of being able to repair the leaks, two have already been done, two are left to be done, there may be more issues. Time is going quickly to repair as the pool is tentatively set to open on June 15th. More discussion on concrete and the depth of the concrete making it harder to fix, the size of the pipes, the location of the pipes. Sean Durkin was curious what the average cost to run the pool was and the average water loss cost. Several things take into the cost of water loss, like evaporation, splashing and back flushing. There is some income from pool passes and swim lessons. Discussion of other leaks around town, the Cemetery now has water locks, and the leaks were found last year.

Terri asks Glenn is the limbs at the Cemetery have been picked up. Yes, they are starting early to do that. Terri brings up the email from Becky regarding the cleanup of individual burial lots before closing to have additional cleanup done so Cemetery is ready to reopen the first week of May.

Reggie gives Water/Sewer Report. Water to 7 Bearce Street and 12 Gillette Street have been shut off. Al reports that no water is coming out of the foundation at Bearce Street and no sign of occupancy. Reggie says that a possible frost plate blew out on the Bearce Street residence and on Gillette Street no one took care of the pipes, and they froze and flooded the basement. Repairs are up to the homeowners, not the town.

Water meters are read, and bills will come out this week. Novice Engineering paid a visit regarding locating the pipelines during the old mill remediation. Doing monthly and quarterly reports.

For Sewer had 2 aerators give out but are now up and running, there is a seasonal change which causes effluent BOD concentrations to increase, but will return to normal with warmer weather, insects and geese.

Receiving letters on supply chains. Price increases and large stop off fees, trying to combine with

other towns to cut costs as much as possible. Some supplies are not even available from the usual suppliers, must search other places and online. Some thought on using Pool salt tabs for Sewer but not possible because of concentration needed for Sewer.

4. Matters from the public: None

5. Town Administrator Business: Tammy Letson reports.

- a. Follow up discussion of TCCAP trailer proposal – previous concerns were plug in power, security system and restroom. There is a locked outlet in the parking lot, the power is not needed for security, and a restroom is only needed for staff, not the public. The Select Board asks what the Tri County Cap does. Tammy replies that they provide public services, oil assistance, insulation needs services for Seniors and low-income residents and the trailer is to bring the office to the clients instead of clients having to travel long distances. They are a non-profit and they will be here a maximum of 2 times a year. Liability insurance proof to be supplied.

Jim makes motion to let them come, Bill seconds, all in favor, 3-0.

- b. Covered Bridge Use Request – Groveton Methodist Church for Easter Sunrise Service on April 17 at 6:30am. They use every year. Jim makes motion to allow the use, Bill seconds, all in favor, 3-0.
- c. Discussion of 911 address proposal from Stark Resident – Selling of street number signs and wants to know if Northumberland would like to sell as well. There may be a grant to help. It is recommended that Fire, Police and Ambulance be consulted for relevancy. Fire is positive on this. Discussion with Terri, Norm, Al, Select Board and Town Administrator on where to place, house or mailbox, what about private roads? This is related to life and death situations, who to install, Fire Department? Nominal fee of 1 to 4 numbers begins at \$12 to \$15 for 4 numbers, the bracket is \$9, the post is \$15. More discussion on visibility and will OnStar work as well. Sign posting rules not followed by everyone and who chooses the color of the sign.

Tammy recommends that a board be developed by rep from Police, Fire and Ambulance to bring recommendations to the Select Board.

Jim makes motion to accept Tammy's suggestion of a board to make recommendations to the Select Board, Bill seconds and nominates Jim to be on the board, vote passes 2-0, Jim abstains from vote.

- d. Annual Trails Permission – Kilkenny Trail Riders – the Town previously voted down. Tammy explains that this is not for extended road use, a list of trails.

Discussion by Select Board on the problem that no one shows up to represent the club, there have been close calls with traffic, there are no roads from the pool to MOM's, yet many infractions.

Tammy adds that it is her understanding that this is an annual request.

Jim suggests this be tabled and request Kilkenny Trail Riders representative be at the next meeting to discuss. Bill seconds, 3-0.

More discussion of lack of signs, there is/was a rule that a resident can ride from their home to the nearest trail. Norm's son started the petition. Vote tabled. ATVs are good for town business.

Tammy asks if everyone has signed in, needed to get for correct spelling of names.

Terri asks if the ATV shared trail signs could be "yellow" to start and "red" to end trail.

Tammy relays the State makes the color decision; ATV color may be the same.

- e. Follow up discussion of TOTF vacancy

Tammy brings up that this was previously tabled and since then the verbal applicant has expressed that they are no longer interested. Neither trustee knows the written applicant Lynn Tober who works for Passumpsic bank and is a financial advisor. Jim makes motion to approve Lynn Tober to fill the vacant position of Trustee of the Trust Funds, Bill seconds, all in favor, 3-0.

- f. Discussion of request to waive lunch or eating period – requested by Courtney McClain, Tammy Letson and Liz Ball. The Department of Labor says that a half hour lunch, can be unpaid, but has to be offered to any employee working 5 hours or more. The concept being that for sole employees who have walk-ins can have lunch.

The Select Board discusses and does not want to allow. Jim makes motion not to honor the request to waive lunch or eating period, Bill seconds adding that this could lead to possible liability. All in favor, 3-0.

g. Review of REC commission resignation. Resignation letter from Raina Gadwah read. Jim makes motion to accept resignation, Bill seconds, all in favor, 3-0. Becky to be notified to run an ad to fill the vacancy on the REC commission. Tammy suggests also putting that ad on the town website and FaceBook. Bill announces the next meeting of the REC is on Tuesday April 19th.

h. Other Business to address

Al Rossetto met with Glenn and Joseph(contractor) on the roof over the Town Building back door and steps. It will be a difficult and expensive job, upwards of \$50,000. Much discussion on money allocated and how prices have increased for materials, how necessary is this as people may wait in their vehicles, some don't, there is a need, but this is a difficult and costly job but not impossible.

i. Town Administrator Other.

Employees need CDL's and they are moving along with that. There is a certified volunteer who is offering to help with some of the process. Peter Marshall let's all know that as of February 7th everyone who has not passed the written section of the course has to take the course. Both have passed the written and need the inspection part which is complicated. A Police officer for CDL needs to be contracted to come and certify.

6. Applications/Permits and Warrants:

a. Non-Resident Transfer Station Permit Application(s) (6)

1. Robert and Kathy Chapman, 2. Lisa Chaffin, Jay Balmadier, Jay Miller Hayden, 3. John and Janet McMahon, 4. Mark and Kelly Ann Yeller, Newton Revocable Trust, 5. Steve and Elizabeth Collins, 6. Richard and Tracy Dupuis (several)

Jim makes motion to renew all, Bill seconds, all in favor, 3-0.

b. Amusement License Renewal – license renewal for coin-op for American Legion.

Jim makes motion to sign, Bill seconds, all in favor, 3-0.

c. Intent to Cut – Map 240, Lot 016 – Dave Falkenham, Forester. Al asks if this is a clearcut? Unknown. Another question of whether taxes are paid, if not, a bond would be required.

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

d. Building Permit Applications (s) (3) – 1. Verizon, Summit Rd., antenna. Jim makes motion to sign, fee paid, Bill seconds, all in favor, 3-0. 2. 75 Hillside, ADA ramp. Jim makes motion to sign, fee paid, Bill seconds, all in favor, 3-0. 3. 24 x 40 garage – Steve Collins. Jim makes motion to sign, fee paid, Bill seconds, all in favor, 3-0.

Margaret Dingman -asphalt roof repair – pd fee. Jim makes motion to sign, Bill seconds, all in favor, 3-0.

Current Use Assessment for Map 216, Lot 003 – William and Deb Joyce – stewardship plan by David Falkenham. Jim makes motion to approve, Bill seconds, all in favor, 3-0

7. Announcements: None.

8. Non-Public Session: (Pursuant to RSA'S 91-A:3, II (c)): Bill makes motion to go into Non-Public Session at 7:50pm. Jim seconds, all in favor, 3-0. Roll Call vote.

Norm Cotter asks if there has been a new lease signed. No, month to month. Not heard back from landlord about revised renewal.

a. Resident Matter

Jim makes motion to come out of Non-Public at 8:15pm, Bill seconds, all in favor, 3-0.

9. Continuation of Public:

Jim makes motion to sign tax exemption after Social Security Department validates document, Bill seconds, all in favor, 3-0.

Discussion with Peter Pelletier and Bill Daisy on ordinances such as unnecessary noise, open container, curfew for kids, horn still blow? Horn is traditional and useful. Look at the budget if time allows a comparison of expenses for this year with last. Discussion of a grant for practice ammo that may be available.

10. Adjournment: Jim makes motion to adjourn at prox. 8:38pm, Bill seconds, all in favor, 3-0.

Respectfully submitted,

Pam Kathan
Northumberland Select Board Minute Taker

Next meeting April 18, 2022

Minutes approved by Northumberland Select Board Members on _____

X

Keith Bronson
Northumberland Select Board Chairman

X

William Caron
Northumberland Select Board Member

X

Jim Tierney
Northumberland Select Board Member