

Town of Northumberland

Board of Selectmen

Meeting Minutes (Draft)

Date: Monday, March 21, 2022

Place: Town Meeting Room – 10 Station Square

Time: 6:00 P.M.

During the meeting wearing of masks is encouraged for all individuals

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

Others Present: Tammy Letson, Melissa Dano, Douglas Dano, Al Rossetto, Sean Durkin, Glenn Cassidy, Peter Pelletier, James Gibson

- 1. Chairman opens the meeting:** Keith opens the Select Board meeting at 6:03pm.
- 2. Acceptance of Minutes:** Bill makes motion to accept minutes.

Tammy says no, there are changes from Becky.

Keith reads changes to be made on the 4th page, item 6c. Becky does not do Yield Tax Bill and Warrants, Liz does, Greg Ainsworth does not look at the Yield Tax, he just looks at the stumpage for the town forest just. Jim makes motion to accept minutes with proposed changes, Bill seconds, all in favor, 3-0.

- 3. Chairman, Committee/Commission assignments:**

Vote for Select Board Chairman. Jim nominates Keith Bronson for Select Board Chair, Bill seconds, all in favor, 2-0, Keith abstains.

Jim announces there is a new chain of command. Now there is a Town Manager and Department heads will report to the Town Manager first, if they are not satisfied, they can come to Select Board members.

Tammy adds that if any complaint is about the Town Manager, that would go to the Select Board.

No vote needed as the old change of command is being terminated, no town government change.

Tammy asks the Select Board if they would like to have the department heads to continue reporting to the Select Board or start reporting to the Town Manager. Discussion ensues, Sean Durkin suggests that it is better when department heads report to Select Board so if there are questions, they can answer them. The Select Board thinks this is a valid point and want to keep this the same.

Discussion of commission assignments, decision that committee representation will remain the same as before. Jim explains that there is no town representation on GREAT, if there is to be representation all towns must be asked for a representative.

Tammy adds that GREAT is not a town committee.

- 4. Department Head Business: Ambulance, Police**

Jim Gibson reports that there have been 118 calls to date compared to 87 in 2021, 31 ahead. For Comstar, \$35,441.78 has been collected to date. Also, there is a State grant for FREE EMR training. Hybrid course, some on computer, some in person. An EMR is an entry level first responder. Jim will try to make meetings when he can, Tammy offers to make copies for meeting if Jim cannot make, send email with report.

Chief Pelletier reports for the Police Dept. There have been 306 calls for service, 14 new investigations, 6 arrests, 106 vehicle stops, 19 tickets and 73 warnings. Still in the hiring phase, still talking to people, there will be a training on the new dispatch system. Dispatch will be one system instead of the current 2 logs. Grafton and Northumberland can access and view the same information.

Keith asks if the information is available to the public.

Chief reports yes and no depending on specifics. In the future there should be a report that can be published for the public.

Bill says the public should know what is going on so they can support the Police Dept.

Peter adds that right now his hands are full administratively, Lt. Daisey has been very helpful because of his training in administrative tasks.

The updated ordinance will be coming soon.

Bill brings up that there will have to be a public hearing, Tammy adds that it will be only one public hearing for the package. Peter says there will be no major changes. Keith thanks Peter for his work.

5. Matters from the public: No public matters to discuss.

6. Town Administrator Business:

a. Appointment of Road Agent is an annual occurrence.

Bill asks Glenn if he wants to be the Road Agent, Glenn says yes.

Jim makes motion to appoint Glenn as Road Agent, Bill seconds, all in favor, 3-0.

b. Review/discussion/decision of Trustee of Trustee Funds Appointment – there has been some interest for the position, only 1 person has put it in writing, Tracy Morrill. Becky emailed them that if they want the position please email back. No decision tonight. Keith makes motion to table until next Select Board meeting, Jim seconds, all in favor, 3-0.

c. Follow up discussion of Public Safety Building – Keith declines to give summary. Bill mentions they need to review, Tammy suggests keeping all in file until complete to review.

d. Discussion/decision of TCCAP Connect proposal – Tammy explains that Tri County Cap now has a trailer that can go to all serviced towns and need to know if the Select Board will allow them to come and service Northumberland residents. Discussion on needs of the trailer, electricity and bathrooms. Tammy relays that Tri Cap has lots of clients because of the services they offer. More discussion on where to put the trailer that is 34 feet long and the need for electricity and bathrooms, the liability involved. Tammy to follow up with Becky on the facilities needed and the certificate of insurance for liabilities. Keith decides that a decision will not be made until the next Select Board meeting.

e. Discussion/confirmation of accounts payable check signing procedure – Tammy says that previously that check signing required 2 signatures, Treasurer and Select Board member, but the bank only requires 1 signature. There was a rare occasion, and the Select Board understood only one signature appeared on the check.

Select Board discusses and agree that for checks and balances they would prefer to have 2 signatures on checks.

f. Update on 7 Bearce St. – Tammy updates, there is no one living on the property, there was a water complaint, a leak, so the curb stop was shut off. The break was before the meter. Suggested that a bill for the shut off be sent, cannot tell how much water was lost. A discussion ensued between the Select Board, the Town Manager and public on how to calculate the amount of water was wasted, is the property currently owned, yes, if the water bill was paid, the water could not be shutoff. Al Rossetto asks the Select Board if they would like the Building Inspector to assess the situation. Keith requests a report via email.

Tammy brings up another property that has a resident who called in the middle of the night to have their water looked at. There was a pipe crimped that came out of the wall of the basement before the meter, there has been no water for 2 months. More leaks were discovered between the curb stop and the house, curb stop shut off, Health Officer involved, monitoring and billing looked at.

g. Discussion of grant proposal from Kusters office – Tammy has received notification from Shaheen's office that the \$200,000 awarded for the public safety building can be saved until the next town meeting. Kuster's office is asking what is needed for grants, public safety building approach, the water/sewer hill project to be looked at. Sidewalk project is already funded. If expansion is chosen, the proposal will have to be redone. Keith asks if there can be fuel tank remediation granted for the Normandeau tank as there will be town employee labor to remove the pumps on the island. The company wants the tank but not the pumps or other hardware. Keith asks if there are any other wish list items. Jim brings up looking at cemetery graves that are close to the edge of the cemetery and collapsing, suggests talking to Terri Charron. Paul suggests a grant to pave the town garage area and transfer station. Tammy will look into this and talk to Reggie when he gets back. Any other ideas? Sean suggests repainting the bridge grant, a paint sample report is suggested, all good ideas.

h. Discussion/decision of water shut offs for this year – discussion of whether there should be water shut offs for lack of payment. Min Kennett is concerned about the financial burden and

stress on the residents. She does not feel this is a big financial concern for the town. Bill suggests keeping it the same for another year, everyone still recovering from Covid. Jim seconds, all in favor, 3-0. More conversation on payment plans, interest accrued. Tammy informs that the Select Board warrants the water and sewer for liens, liening does not mean water shut off. The General Fund receivables will theoretically make the money back from deed sales. Al asks what the percentage is of the rebate. Bill responds with 5 to 6%. Agreed that is inconsequential for the Town and the bigger problem is the property taxes. The water/sewer department gets paid regardless, the Town recoups the money, somewhat, from the sales.

- i. Review/discussion/decision of one year solids waste hauling contract – Tammy reminds that this was tabled from the previous Select Board meeting. Normandeau has changed the contract to reflect the amount on the insurance. He would like a 2-year contract but that is not allowed so it is set for 1 year and the hope is that both parties act earlier so it can be taken to Town Meeting for a decision to go with a multi-year contract. Jim makes motion to sign contract for 1 year, Bill seconds, all in favor, 3-0.
- j. Other Business to address – Tammy explains that it was voted in 2009 to not follow the Federal Mileage Rate for one person. That person received \$.58/ mile instead of \$.42. This person is inquiring about the mileage rate for an upcoming trip. Jim makes a motion to standardize the rate when using a town vehicle, which is preferable, but peg the current Federal rate for everyone in a personal vehicle. Bill seconds, all in favor, 3-0.

Tammy discusses organizations from out of town that wish to discuss with the Select Board be given a day meeting versus a night meeting because of distance travelled. To be discussed at another meeting.

Another discussion brought up by Tammy is the current property owner was given a bill for Current Use from the sale. Former owner is responsible for the Current Use bill. There are issues on both sides of the transaction, the Select Board needs to speak with the Tax Collector and Assessor, this was caused by a late bill being issued a while after the transaction. This is between Phillips (seller) and Mattox (buyer), town legal to be consulted.

7. Applications/Permits and Warrants:

- a. Application for Disabled Exemption – Keith reads description of physical handicap, up to a \$15,000 credit. Lots of State rules for disability, applicant must prove one of two titled chapters for disability. This person gets both disability and is working. He was offered more hours and quit. Bill suggests tabling this until later. Tammy suggests a letter to applicant stating which 1 of the 2 titles of Social Security eligibility he is eligible for. Bill makes motion to table until paperwork is provided, Jim seconds, all in favor, 3-0.
- b. Non-Resident Transfer Station Permit Application(s)

Dana Bro from Guildhall, renewal, Jim makes motion to approve, Bill seconds, all in favor, 3-0. Tammy suggests making motion to approve for all permits at one time. Discussion on this is an apartment house, tenants bringing and paying for trash via curbside, this is for demo or other, discussion on how the rates work.

Guy Maillot trust – North Stratford

Jennifer and Ricky Theberge – Coos Pit Stop – North Stratford

Longview Drive lot #2 – Chelmsford, MA

Pier Point Energy – Norwalk CT

Eric & Shirley Kinsherf – Bourne, MA

Jim makes motion to sign all, Bill seconds, all in favor, 3-0.
- c. Meeting Room Use Application by Red Cross as a backup location if St. Francis cannot be used, need air conditioning. Discussion on cleanup. Only garbage is removed because they are union, they do not clean the floor. Suggested use of school gym, because of timing not possible. Decision to deny meeting room use. Bill makes motion to deny application, Jim seconds, all in favor, 3-0.
- d. All Veteran's Credit Application – James Gonyer. Jim makes motion to approve, Keith seconds, all in favor, 3-0. Discussion on town and state classifications of Vet credits.

8. Announcements: Tuesday, March 22 Meeting, open to public, then non-pub for resident matters.

9. Non-Public Session: (Pursuant to RSA'S 91-A:3, II (a)): Per RSA Bill makes motion to go into non-pub at 7:52pm, Jim seconds, all in favor, 3-0, roll call.

a. Personnel Matters (PP)

b. Personnel matters (TL)

At 9:05pm motion by Jim to come out of non-public, Bill seconds, all in favor, 3-0. Roll call.

Jim makes motion to seal Police Dept discussion on rate and hire, Bill seconds, all in favor 3-0, roll call.

10. Adjournment: Motion to adjourn at 9:06pm by Bill, seconded by Jim, all in favor, 3-0.

Respectfully submitted,

Pam Kathan
Northumberland Select Board Minute Taker

Next meeting April 4, 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

Agenda Items must be submitted by noon on the Friday before scheduled meeting.

Agenda is subject to change*

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