



Town of  
Northumberland  
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**Town of Northumberland  
Board of Selectmen  
Meeting Minutes (Draft)**

**Date: Monday, November 21, 2022**

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

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

**Selectmen Present:** Keith Bronson (Chair), Bill Caron, Jim Tierney

**Others Present:** Al Rossetto, Sean Durkin, Tammy Letson (Town Administrator), Min Kennett, Norm Cotter, Joseph Kennett, James Gibson (Ambulance), Kathy Frechette, Judy Fox, Peter J. Pelletier (Police Chief), William Daisey (Police)

- 1. Chairman opens the meeting:** Keith opens the meeting at 6:03pm and asks for a motion to accept minutes of 11-7-2022 meeting.
- 2. Acceptance of Minutes:** Jim makes motion to accept minutes from 11-7-2022, Bill seconds, all in favor, 3-0.
- 3. Department Head Business:**

**a. Ambulance and Police**

James Gibson for Ambulance report: 2022 to date, 430 calls down 61 calls from 491 last year at this time. The new dispatching may be the reason giving more control over calls attended, cost saving.

Comstar as of 11-14-2022, \$14,021.14

Portable radios have been programmed, mobile ones to be programmed and installed in a while.

A3 is coming back from more work being done, the DEF (Diesel Exhaust Fluid) System was not as efficient as it needs to be. James spoke to the owner of a dealership with his predicament and the owner offered to discount the labor and not charge for the computer work needed. A cost of \$1,400 instead of \$4,000.

A2's new owner looked over the vehicle and is happy.

No more questions for James Gibson.

Chief Pelletier reports: He does not have any call information for this month or year to date. The computer system has issues.

**Addendum:** *From 17 October to 21 November, we logged 467 calls for service, 115 of which were car stops. Out of the 467, NHSP handled eleven calls. Year to date: 2235 calls for service with 439 car stops.*

Can relay that there are 15 new investigations with many being felony caliber. There have been 12 arrests, also with many felony cases, two crashes being investigated, 5 suspects being rounded up.

Sent one guy to Concord for Firearms Instructor Training. This allows us to have an inhouse instructor, less travel.

A NH Highway Safety Grant was applied for and approved.

Tammy: amount of grant \$15,000 and change.

Peter: This will pay for equipment and extra patrol coverage, promoting inter-department cooperation.

Vehicle maintenance being done, winter tires being put on.

Tammy: There was a social media post regarding cruisers not being inspected, have received many comments on that.

Peter: Cruisers are inspected, the State just ruled that the inspection tags can be attached to the registration instead of displayed. Reason for that is the material the stickers are made of can interfere with radar equipment.

Tammy: this has been brought to my attention multiple times, the Lieutenant verified that cruisers are inspected.

Norm: why can a cruiser go on the road without inspection stickers, and I can't.

Peter: As I just explained, NH made an exception because the material the stickers are made of may interfere with radar.

Roach: is cruiser maintenance local, in town?

Peter: Jamie Arsenault in Stratford.

Roach: Why not the tax paying businesses in town?

Peter: Good question, we used to use D&S

Roach: There are 2 garages in town, why not use them?

Bill: more importantly, who is less expensive to fix the equipment

Roach: assumes that maintenance is put out to bid.

Bill: no, we sub it out using least expensive.

Tammy: before you say this is the process, there is a purchasing policy in town. It needs to be reviewed to see if we are correctly following those guidelines.

Peter to review the purchasing policy.

Roach: that is money out of my pocket that's paying for it.

#### **4. Matters from the public:**

Al Rossetto: asked by Liz to look at 10 Station Square as the Building Inspector, also contacted Andre from the Fire Dept.

Found that the owner does not pay for the oil, large holes in the basement wall, oil burner runs for a long time. This inspection was asked for because the owners are going for refinancing. Writing a report which will go to Jim and Peter. Obvious issues were found, no significant structural damage found. Will detail what was found and report, the Select Board should decide what to do with the report. Asked by Liz to do this inspection relative to an attorney request.

Keith: need to develop a punch list because many of the Dupuis's buildings are being refinanced.

Sean: asks why the bank is calling the town to provide a punch list.

Everyone is curious why this was requested.

Tammy: this is not a mortgage, it's a different type of financing, possibly the cause for the request.

Sean: did the bank have their own person come look?

Tammy: feels that the owner's insurance inspector came around the time the roof was done along with some other repairs.

Sean: why did they ask for this?

Tammy: The Assessing Dept. received a request, cannot tell you what the owners are doing, may be because we are tenants.

Al: maybe being a municipality means different rules.

Sean: there are lots of code violations.

Al: Sean, will you help me make a draft list?

Sean: yes!

Norm: this should not be the town's responsibility, we are renting.

Keith: as a tenant, don't you feel the owners should take care of the building?

Norm: of course, they should take care of the building.

AI: this may give us the opportunity to force things to be done.

Conversation on who should look at the building, the owner, or the renter, where to send the list, to the owner or to the Bank, maybe both. The owners may want to fix things before financing.

## 5. Town Administrator Business: Tammy Letson

- a. Letter of resignation received – JW – a letter of resignation of a crossing guard, James Wiggle, was received. This will have to be on the Police until another crossing guard is found. Do you have any candidates?

Chief Pelletier: Yes, one must turn 18 years and another with a scheduling conflict.

- b. Other

Tammy gives a USDA update: met one on one with our rep from the USDA. There are 2 issues.

1. Hill Project – Bond Council says that any prework done is free if the taxpayers vote down the bond. Also, our USDA rep had his superiors remind him that if the taxpayers say “no”, then that is ok, but, if the Select Board turns down the money, the USDA upper management will not be happy. The Select Board decides to put in a warrant article to see what happens.
2. Public Safety Building – have been asked to fill out an application, outside of normal time frames, and the USDA will try to earmark 55% of the cost prior to BABA (Build America, Buy America) rule, which begins February 3<sup>rd</sup>. BABA rule is everything used to build the building must be 90% made in the US using US supplies.

AI asks if 90% counts for everything or just some things.

Tammy: everything, major manufacturers are cringing. Everything needs to be certified US, used in construction. Asking for two prices, 1. BABA price, 2. Bond financing.

Tammy: Preliminary Tax Rate update. Zero changes, going down, town is up by pennies, county is up by pennies, the school has gone down by dollars.

Tammy and AI discuss that many neighborhoods may change drastically with the re-evaluation next year.

Recommendation for overlay is to keep low this year. Next year will be higher as the re-evaluation will increase the amount of abatement requests.

Tammy asks Min if they re-eval 1/5<sup>th</sup> of the town per year or all at once.

Min replies that they try to keep up every year.

Jim: a quarter of the town done yearly up to 5<sup>th</sup> year where missed, closeouts, etc. are done. Bill adds that this does not consider next year's budget.

Min: Will any fund balance be used to reduce taxes?

Tammy gave the Select Board several scenarios of taxes with and without fund balance relief.

Discussion of what the tax rate scenario to use. Approximately \$59,000 from the fund balance would be used to bring the 2022 rate to the 2020 rate.

Jim makes motion to reduce and match the 2020 tax rate. Bill seconds, all in favor, 3-0.

Min asks if the rate will be \$34.17.

Bill replies \$34.10ish

Min mentions that she has been providing information to people on grants to help with taxes. Taxes will be due the day after Christmas, have 30 days to pay them.

Tammy asks the Select Board if in the past have, they allowed Highway crew to take weeklong vacations in the winter as there is a request for end of Feb to first of March.

Min: other guys complain about lack of coverage in snowstorms.

Tammy wants to check with the Board before she okays. Board feels there will be plans to make the coverage.

Tammy to submit tax information tonight and hopefully it will be finalized tomorrow.

Norm: who put the position of Town Clerk/ Tax Collector on leave?

Jim: The Select Board did.

Norm: that is a voted in position

Jim: The Select Board voted to keep her out of the building, not to suspend her job.

Norm: how can you do that?

Jim: the building is ours. There is an investigation ongoing, State, and internal.

Norm: so, she could do her job, just not in the office?

Jim: restricted on what jobs.

Min: it's registrations Norm.

Norm: so, what the lawyer says is cast in stone?

Jim: yes, to protect the Town and Min.

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

- a. Non-Resident Transfer Station Permit Application – Maddox – pd fee, 110 Thompson, lots 5,6 and 7. Seasonal use.

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

- b. Veteran's Tax Credit Application – Crow Hill Street, meets criteria, Jim makes motion to sign, Bill seconds, all in favor, 3-0.

- c. Building Permit Application –

1. Map 246, Lot 030 – 641 Lost Nation – Tracey E Morrill - Sunup Solar, 25 panel, 7.25kw solar system, work by Belknap Electric. Jim makes motion to sign, Bill seconds, all in favor, 3-0.

2. Map 105, Lot 001 – Ampersand Brooklyn Dam Hydro, approx. 360 feet of 5' galvanized fence with rails and 2 gates, paid fee. Jim makes motion to sign, Bill seconds, all in favor, 3-0.

Intent to Cut - Map 248, Lot 004, Spaulding Hill Rd. – Michael Delsesto and Italia Franklin - 50 acre cut, to start December 1<sup>st</sup>. Jim makes motion to sign, Bill seconds, all in favor, 3-0.

Norm asks where that is, Keith says below Rob Larson's.

## **3. Announcements:**

- a. Next Board Meeting Date: Monday, December 5, 2022
- b. Holiday Announcement – Town Office closed November 24 & 25 to celebrate Thanksgiving. The Transfer Station will be closed November 24<sup>th</sup> for Thanksgiving but will be open Friday and Saturday, regular hours. Curbside pickup will be on Friday the 25<sup>th</sup>.

Jim makes motion to go into non-public at 7:02pm, Bill seconds, all in favor, 3-0. Roll call for non-public session is Keith Bronson, Bill Caron, Jim Tierney, and Tammy Letson.

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

- a. Non-public matter

Jim makes motion to come out of non-public at 7:22pm.

Jim makes motion to seal the minutes until the matter is resolved, Bill seconds, all in favor, 3-0. Roll call vote.

## **5. Public Session resumed:**

Jim tells Min that they are in Public Session and that anyone can come in if she'd like.

Min would like to know when she can come back into the town office to do her job. The board reviews paperwork to ensure they have the right to let her back in. After discussion, the board agrees Min can come in tomorrow after the board prepares and all parties sign an agreement that Min is not to access / perform motor vehicle duties. She can perform all other duties incumbent on her as town clerk / tax collector.

Bill: met with a Resident regarding complaint of junk. The Resident was not cordial, was unfriendly to Al, wanted certification. Al brought up the junk, brought out the regulations. Resident replied that he can't put items in the garage because someone else's stuff is in the

garage. Al explains that they want to clean up Groveton for the re-evaluation. Resident seemed combative. There is a need to clean up the yard. A letter explaining the plan for organization and the timeline to complete is all the Select Board is asking for. Resident says a letter will come in a week or so to the Select Board.

**6. Adjournment:** Jim makes motion to adjourn at 8:06pm, Bill seconds, all in favor, 3-0.

Next meeting, December 5, 2022

Respectfully submitted,

Pam Kathan, Select Board Minute Taker

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

X

\_\_\_\_\_  
Keith Bronson  
Northumberland Select Board Chairman

X

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

X

\_\_\_\_\_  
Jim Tierney  
Northumberland Select Board Member

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