



Town of
Northumberland
Office of Selectmen
19 Main St
Groveton NH 03582
Phone (603) 636-1450
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www.northumberlandnh.org

**Town of Northumberland
Board of Selectmen
CONTINUATION OF PUBLIC HEARING (FROM 8/15/22)
Parking Ordinance
Wildlife Ordinance
Business Meeting Minutes (Draft)
Date: Tuesday, September 6th, 2022
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.**

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

Others Present: Tammy Letson, Town Administrator, William Daisey, Peter Pelletier, Glenn Cassady, Courtney McLain, Judy Fox, Elizabeth Ball, Norm Cotter, Pete Marshall, Sean Durkin, Melissa Dano, Doug Dano, Donna Crompton, Kathy Frechette, Laurie Coos, Tim Bilodeau, Al Rossetto, Reggie Charron, Terri Charron

- 1. Chairman continues the Public Hearing:** Keith opens the public hearing at 6pm to continue from the previous public hearing meeting on September 6th.
- 2. Discussion/adoption of Wildlife Ordinance: Clarification of discussion – Bullet item #4, Fifth sentence –** Courtney McLain said, "They come too early at my house for me to put it out in the morning."

- a. Douglas and Melissa Dano-D4 Rubbish Removal – Melissa speaks for the concerns people have on pickup times. The reason they go early is to beat the morning traffic, but they do circle back after 7am, regardless of fuel prices.

Fine of \$100 felt to be excessive, as Tammy explains, this is for habitual offenders of leaving out garbage. Rewording needed. Otherwise, the Danos are fine with the ordinance.

Jim suggests wording of any person who knowingly violates the provisions are guilty of violating the provisions and may be subject to a fine.

Fines are subject to Police discretion.

Jim makes motion to accept the Wildlife Ordinance with wording change, Bill seconds, all in favor, 3-0.

- 3. Discussion/adoption of Parking Ordinance:**

Tammy reviews changes of parking ordinance: Removed the 4-hour parking on Eames and the 2-hour parking on State but left a general provision in case the board wants to make changes. Added a general permit parking only section to that added the Board of Selectmen will issue permits or annually designate someone to issue them such as the Police Dept. Removed the EMS Director, Police Chief parking areas removed. Added the definition of stopping, standing and parking.

Courtney asks if there are signs up for emergency parking near the pool, which is a busy area.

Glenn explains that there are signs by the pool and where they are located.

Courtney asks if there are handicapped parking signs.

Glenn explains that there are handicapped signs and where they are located.

Norm asks if these signs are in effect only when the pool is open.

Jim replies no, in effect all the time.

Norm asks why all the time.

Explanation that they are there for possible emergencies, handicapped can access the elevator at the school.

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Bill brings up possible calls asking why the public works truck is parked in the Emergency Parking spot to service the pool.

Discussion of times used and signs.

Jim asks cost of signs and wording to say Emergency Vehicles and Town Vehicles only, no personal vehicles of Town employees.

Keith is not concerned, no complaints.

Tammy recommends getting new sign if there are complaints.

Fixed dates in ordinance have parking ban end April 30th.

Removed fire parking only section as it is Precinct not Town property.

Courtney asks if it can still be enforced?

Jim replies if the Precinct asks.

Tammy continues and reads the next change, school drop-off only that Kathy asked about on Church St., reworded to say only during school hours or events, other times it can be used for parking by others.

Donna Crompton asks about the State Street Municipal parking.

Tammy replies that the board has the right to issue permits for parking and to limit the number.

Glenn and Tammy discuss that some of the area thought to be town are owned by someone else, there are some exempt areas.

Norm suggests that the street in front of the monuments should have a yield sign.

Keith explains that this is State road, a discussion ensues that the State does not feel it is a safety problem.

Pete brings up the parking in front of Don Kenison's garage. Driveway and sidewalk. Tickets being issued for parking on the sidewalk.

Discussion by Keith, Norm and Glenn.

Sean asks what the distance from end of curb to sidewalk is. Paint a line.

Glenn says there is.

Sean, then they get a ticket.

Liz Ball, Police sign parking, repeat offender, leaving car running.

Tammy replies that curbing cannot be put in that area because partially State right of way and also the snow would cause harm to the sill of the Town office building. She suggests highway crew paint lines.

Liz says she mentioned that last Spring.

Courtney asks to have the no parking sign put back up instead of the cruiser only sign.

Bill suggests red paint.

Discussion of red is not possible, have to follow rest of no parking area colors.

Norm asks if the signs were removed.

Tammy explains that the area is supposed to be for cruiser parking only on the side of the town building, but it seems the sign gets ignored.

Discussion of holes to be plugged, Courtney wants to put sign back up, more discussion on need to put up sign. Parking signs and colors seem like handicapped.

Bill let's discuss in regular.

Jim made motion to adopt the parking ordinance, Bill seconds, all in favor 3-0.

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4. **Adjournment of Public Hearing:** Bill makes motion to adjourn public hearing, Jim seconds, all in favor, 3-0
5. **Chairman opens the business meeting:** Keith opens business meeting at 6:37pm.
6. **Acceptance of Minutes:** Jim makes motion to accept minutes, Bill seconds, all in favor, 3-0
7. **Department Head Business:** Highway and Water/Sewer Dept.

Glenn reports for Highway:

Fuel tank on Normandeau property removed

Reid and Hayden working at both departments.

New cemetery gate in place, looks good. Stumps removed and filled.

Randy doing maintenance on Water and Sewer trucks.

Winterizing starting, pool closed.

Discussion on block grant dollars, want paving to be done on Melcher Court. Would like to have some money released. Estimated to be \$95,000 for all paving.

First Street and grinding of Old Village Road are planned.

Tammy suggests using Capital Reserve money and leave Block Grant money alone. Glenn getting quotes for another project.

Glenn has \$50,000 to spend plus prior year balance of capital reserve fund. Need to get new numbers.

Decided to try to keep cap on paving at \$50,000. Also, Tammy to check wording on use for Capital Reserve according to the Trustee of the Trust Funds to see if capital reserve fund will allow grinding.

Jim says if the wording does not work that a warrant article can be put in to adjust at town meeting.

Al asks if there will be material donated for Page Hill paving from Michaels.

Glenn discussing requests from Michaels, 2 mats and 3,000 gallons of chloride. Still a lot of traffic over road, Glenn not done negotiating.

Al wants Glenn to lean hard for material for Page Hill when they are done.

No parking painting and sign on building discussed. Jim makes motion to put up No Parking sign on side of building and paint the signs there yellow. Bill seconds, all in favor, 3-0.

Keith asks if voting on paving.

Tammy suggests waiting until updated numbers are received.

Reggie reports for Water/Sewer:

Budgets taking a hit. Avery overspent by \$2,100. Pumping done in town and village.

Septic tanks in septic receiving never cleaned, so got cleaned in hopes of saving money in the future.

Glenn had sweeping budget left over, but do we want to spend the money on Avery. Tammy says gray area, separate funds, depends on which agency you go to NHMA versus DRA. Glenn and Reggie to possibly budget differently next year. Jim says if we have money this year, we need to do what can be done this year.

Reggie continues with manhole discussion.

Prices going up, supply chain difficult, prices doubled, discontinued products, grinder pumps can't be retrofitted. \$3,500 each, paid by ARPA funds.

Tammy said FEMA only reimburses Covid costs if Town office had the problem of wipes. They won't

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reimburse problems of grinders clogging that was caused by residents using wipes.

Reggie brings up a safety issue for town trucks on leach field road near Perras. Pitch is bad, washouts happening, maybe paving can be done to help. Estimated to be \$18,000. Maybe able to use ARPA funds to help. Tammy to look further into this.

Water Dept. found leak in Guildhall. Repaired. New meter system helps detect. Pool used water 111 days, approximately 1 million gallons less use because of repairs.

Lost Nation water leak fixed this week.

New well pumps installed, not anticipated. Tammy said Short Lived Assets account can pay for. Pumps up and running now.

EPA and DES are not being nice, putting more and more on us. Working on getting chemical monitoring system.

Summer use under 200,000 gal/day, no restrictions. Awesome for summer.

Norm: leach field road had brought up before that the road was bad. Reg and Glenn explain washouts from springs on mountain and downpours.

8. Matters from the public:

Tammy recommends 53 Brown Road matter discussed now and not later as shown on agenda. Tim Bilodeau no changes to letter.

Tammy said Liz found deed dimensions, quarter of size being currently used landfill and what it is allowed to use, hard to tell where property starts. Restrictions may not apply to edge of property in question, may cover just where landfill is. Discussion on how hard it is to research deeds.

Tim Bilodeau says a logger indicates the only right of way to the back corner of town land is through the area under discussion.

Tim wants to know if price other than a dollar has been established.

Jim says no.

Tim wants it to be stopped tonight.

Laurie: discusses lot information and measurements. Does not want swamp area. There is a trail that goes around the swamp to log. Suddenly, this long-time use is in question, trees down unnecessary.

Jim asks if this can be put off for 6 months.

Discussion between, Laurie, Tim, Jim, Liz, and Tammy on board saying not moving forward and Laurie can put a warrant into Town Meeting. Petitioned warrant article to have 25 signatures of voters on checklist, and to be present at Town Meeting would be a plus.

Sean asks if there is any assessment on the property in question. Not currently, must be measured to get an idea.

Courtney – she is willing to have right of way. Can she still go back to boards if town meeting votes down the article? Tammy says that the Select Board cannot overrule will of taxpayers.

Discussion on how many voters necessary to a petitioned warrant article. 50 signatures to stop the Select Board from moving forward, 25 signatures to take to Town Meeting.

Terri advises that it is better to get more signatures than necessary, it is a percentage of registered voters, list purged, 250 voters off list.

Laurie asks how to do the petition.

Jim explains wording.

Laurie wants to get permission to take measurements

Tammy warns that the will of the taxpayers can change details of the petition.

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Jim and Tim discuss procedure of warrant article, Town Meeting.

Tammy also advises on wording of warrant article.

Laurie looking for costs of properties. Jim advises to speak to the Assessor. Permission to go onto the town property, doesn't want to get in trouble.

Peter offers to escort on and off the property, there will be no problems. Will the board allow? Board: yes
Decision made to stop.

Courtney asks questions to the procedure of decision.

Jim makes motion to stop moving forward on this issue and have Town Meeting decide. Bill seconds, all in favor, 3-0.

Tammy to give Laurie information on date to submit warrant by and the number of voters.

Kathy Frechette asks who is responsible for putting up banners and would like the Veteran banners left up until after Veteran's Day in November.

Discussion on committee, Beautification committee and Christmas committee responsibilities. The concern of weather permitting taking down, safety of private citizens putting up, phone and utility regulations for pole use, the number of items that can be put on a pole. The suggestion of checking with the Key Club is introduced by Jim.

9. Town Administrator Business:

- a. Follow up discussion of Health Officer position – expiration of position, placed ad, unsuccessful.

Tammy says another town's health officer can be used, paid by stipend.

Courtney wants to know the qualifications needed and wants to know if the Town would provide funding for training?

Discussion of unresolved issues and the responsibility of the Town to provide housing. Most cases ok if children are not involved.

State must approve candidate.

Tammy says yes, the Town can provide training.

Follow up approval of one annual Road Toll requests received – already approved, skip.

- b. Discussion of fuel vendor employee discounts

Irving will give discounts of 10 cents/gallon on heating oil and 15 cents/gallon on propane. This is for immediate not extended family of town employee.

Jim makes motion to allow discounts to Town employees' immediate family, Bill seconds, all in favor, 3-0

Courtney asks if employee get the Town rate.

Tammy explains that no, they cannot, as the Town is exempt from paying taxes.

- c. Follow up discussion/decision of protocol for paying of COVID leave

Tammy explains that the State will no longer reimburse the Town for employee outages due to Covid and that employees' sick pay should be used.

Jim makes motion to terminate special leave reimbursement for Covid, Bill seconds, all in favor, 3-0.

Courtney asks if this means that if one goes out with Covid their time is not reimbursed? Does not have sick pay.

Tammy advises to use whatever leave time she has.

- d. Notice of Parade Permit issued – Home Coming, 10 to 15 minutes long.

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Tammy announces that Bill already signed because there was a time frame to submit and would be before Select Board meeting could see.

Kathy explains where the parade will be held and that is on Sept 9 from 7pm to 7:20pm on Route 3, traffic temporarily stopped, benefits the Groveton Booster Club.

Norm asks where on Route 3.

Kathy replies the High School.

- e. Board Appointment of School Care Council Representative – one year term.

Tammy explains that this is a liaison for health care, Becky's term is expiring, and she would like the Town Administrator to do it, Becky will be presented as the alternate. Jim motions to nominate Tammy and Becky, Bill seconds, all in favor, 3-0.

- f. Follow up discussion/decision – 53 Brown Road matter – see above.
- g. Town Administrator - Other. Beautification Committee is seeking permission to do Trunk or Treat in the municipal lot on Main Street in front of the PD. Jim makes motion to allow, Bill seconds, all in favor, 3-0. 2.

The Beautification committee has 2 extra "Please clean up after your dog" signs. Can Select Board suggest a place for these? Keith suggests the Beautification Committee select places to put them. Jim adds that to be sure they get permission from utility and business owners to place. State Street is discussed as a logical place.

Date of Trunk or Treat discussed. Held on Halloween, confirmed by Kathy.

10. Applications/Permits and Warrants:

- a. Non-Resident Transfer Station Permit Application (2)
 - 1. Evelyn Gibney, new, residential, discussion on whether someone is living on the property or whether this is to clean up the property. Motion by Jim to table for now, need to get clarification. Bill seconds, all in favor, 3-0.
 - 2. Dennis Barousky, new, seasonal single family, fee paid. Jim makes motion to approve, Bill seconds, all in favor, 3-0.
- b. Tammy asks for Paul where he should park the new dump trunk for winter, Select Board looks to Glenn and Reggie who will think on a place.
- c. Meeting Room Use Application – Primex Public Hearing 10/3/22 – Jim makes motion to allow, Bill seconds, all in favor, 3-0.
- d. Yield Tax Warrant – Map 240, Lot 016 – Jim makes motion to sign and collect \$2629.85, Bill seconds, all in favor, 3-0.
- e. Sign Permit Application – Map 104, Lot 272 – for NSA, they are rebranding, want sign to help people find them.

Jim brings up the overlook for signs law and if it overlooks a scenic byway there is a fee to be paid.

Tammy will have Brian check and OK with DOT.

Jim makes motion to sign if OK with DOT, Bill seconds, all in favor, 3-0

- f. Building Permit Application(s) (2) – Map 104, Lot 088, – Tammy explains this a temporary storage container, Liz researched and there is no fee. Al says he spoke to the Assessor and there is a gray area on setbacks for temporary, but Assessor considers it taxable, and a permit must be pulled. Jim makes motion to sign, Bill seconds, Keith does not vote to sign, 2-1 vote.

Tammy asks Keith to clarify why he votes not to approve, for the record. Keith says this starts a whole new permitting and is against.

Map 243, Lot 006 – Building permit for barn replacement. Jim makes motion to sign, Bill seconds, all

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in favor, 3-0

11. Announcements: None

12. Peter discusses the decision on the town building no parking sign issue. His issue is the Board made a parking decision immediately after adopting an ordinance that grants the Police Chief the authority to create or remove parking spots. Consensus was Peter was correct. Bill Caron wondered if the board needed to amend. Bill Daisey says emergency vehicles need to be where the operator can get to vehicle in an emergency. Consensus was to leave the sign and painting, but emergency vehicles can park where they need to. Examples are next to the town hall, in front of the gymnasium doors at town meeting, etc.

13. Non-Public Session: (Pursuant to RSA'S 91-A:3, II ()): None

14. Adjournment: Jim makes motion to adjourn at 8:53pm, Bill seconds, all in favor, 3-0.

Respectfully submitted,

Pam Kathan

Northumberland Select Board Minute Taker

Next meeting September 20th, 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