



Town of
Northumberland
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**Town of Northumberland
Board of Selectmen
Meeting Minutes - Draft
Date: **Monday, December 18, 2023**
Place: **Town Meeting Room – 10 Station Square**
Time: **6:00 P.M.****

Board members present: J. Weagle, Bill Caron

Others present: Tammy Letson, Becky St Cyr – Minute Taker, Rick Archer, Al Rossetto, Pete Marshall, Norm Cotter, Andre Brasseur, Peter Pelletier, William Daisey, Melinda Kennett, Kathy Frechette

1. Chairman Opens the Tabled Public Hearing:

B. Caron opened the tabled Public Hearing at 6:00 pm

2. Discussion of Acceptance of Unanticipated Funds:

1. Highway Block Grant – The deposit for this grant has been received. \$14,315.81, this is for roads and has to be spent outside of our budget.
2. State Bridge Aid – Approx \$15,000 – must be used for culverts and bridges that are open for motor vehicle traffic. Snow machines and ATVs don't count.
3. Highway Safety Grant - \$27,400 – T. Letson – The Board has previously discussed the grant; this is to accept the money. It covers the officer's wages.
4. Body Cam Grant – pays 50% of our expenses. The Board has previously discussed this grant.

Public comment:

Norm Cotter asked if heard this right? You are trying to get money for the paving done earlier this fall on Church St. J. Weagle said no this is money beyond that expense.

The Body Cam grant is a 50/50 match, the Highway Safety grant is a 75/25 match, the 25% match is to charge the State for the cruiser that goes out.

3. Adjournment of Public Hearing:

B. Caron adjourned the Public Hearing at 6:05 pm

4. Chairman Opens the Board Business meeting:

B. Caron opened the business meeting at 6:06 pm

Motion to accept all four of the un-anticipated funds by: J. Weagle
2nd by: B. Caron, All in Favor 2-0

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5. Acceptance of Minutes:

Motion to table acceptance of the 12/11/23 minutes until the next meeting by: J. Weagle
2nd by: B. Caron, All in Favor 2-0

6. Department Head Business: Police and Ambulance

Ambulance – EMS Chief's Report.

Jim was not available to attend tonight's meeting. B. Caron read the report as follows:

1. 2023 as of this printing, we have had 456 calls to date.
2. 2022 on this date we were at 469 calls.
3. Comstar commitment report as of 12/15/2023, \$196,055.74. This does not include contract fees or direct payments.
4. A1 and A3 are both in service, A3 is having some heating problems in the patient compartment.
5. I was going to attend a meeting in Pittsburg regarding the eclipse in April. We were going to go over communications during the event. *Meeting was cancelled due to weather.
6. Our New Hampshire PIFT agreement, Surgical Cric and Narcotics agreement have all been submitted, reviewed, and approved for the next 2 years.

P. Marshall commented on the ambulance service they recently received for his wife; they did a marvelous job. We are lucky to have them. M. Kennett commented that Jim stopped by the office the next day and asked how she was doing.

Precinct – Andre Brasseur

The Fire Dept will become part of the Town as of January 1, 2024. Currently we are a volunteer Fire Department with 20 members. Four of us are in leadership positions; we have a Chief, Assistant Chief, Captain and a Lieutenant and firefighters, some who have been on for a while. We've got 4 big trucks, a side by side, and a pickup truck. There have been 75 calls to date in 2023.

Andre asked if there were any questions, he didn't prepare a written report for the Board. He will have a breakdown for this year's calls for a future meeting.

B. Caron commented that the Hayride event went really well. Andre said the Firemen's Assoc sponsors the event every year; they have been doing it for a long time. We gave out 178 presents and 5 bicycles this year. There were snacks / food, and everyone gets to see Santa Claus and have their picture taken with him. He mentioned that it's in the budget but they rarely, if ever, have needed to use the budget.

T. Letson said if it's in the budget, then it's a Town sponsored event and our insurance covers.

M. Kennett said it was a busy day in Groveton, we distributed Fruit Baskets to the elderly also. The firefighters and their wives organized the food, etc.; there were a lot of volunteers, it was a great day in Northumberland. It stayed busy longer than in past years.

Police Department - Pete Pelletier

Chief Pelletier reviewed the NPD numbers from 11-20-23 – 12-18-23.

404 calls for service, of which 244 were motor vehicle stops.
31 tickets were issued.
12 arrests with a total of 31 charges between them; 2 were for drugs.
8 crash investigations
16 new criminal investigations.

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2023 – year to date:

4,162 calls for service of which 1,777 were car stops.
199 tickets were issued.
148 arrests with total of 314 charges
23 drug arrests
16 DWI arrests
64 crash investigations
253 new criminal investigations

B. Caron asked if the new cruiser has been received. Pete said we did take delivery and used it for transport to the State prison. It hasn't been striped yet, it doesn't have lights or a cage, or any of the other things that it needs (radios, etc.). We are looking at 12-16 weeks before it's all done and fully ready for service. We can order all the parts we want but have to wait for them to be delivered. In the meantime, we do use it, as necessary.

7. Requested Agenda Matters:

- a. Rick Archer- CDBG Application – Community Development Block Grant; it all came together very quickly. Since August, he has been talking with Bob Chapman. Archer is trying to find a location to set up a community center. Chapman has offered the train depot building, which was reasonable. Chapman is currently doing renovations on the building and the price that he's talking about is extremely reasonable.

Rick was talking to another non-profit who told him about the Community Block Grant. He discussed with T. Letson for her input and then contacted the Director for the NH Community Block Grant program – Molly Taylor. After working with her, she thinks the project will be a slam dunk. There are several steps to get there, another public hearing is required. Tammy said it would also need to be submitted to CDBG for the project and further discussed.

Bob putting in new flooring, spraying in insulation and putting up drywall. He will also have a new bathroom put in. W/S is hooked up to the building, but we don't know where it connects, Reggie doesn't know where the line runs, are except they came out at the intersection near a manhole.

Chapman is looking for approx. \$200,000. R. Archer said from his standpoint if we can pull this together and get it funded our intent is to set up a Community and Arts Center. It would be used for things like open mic nights, an art gallery, book signings, he's working with the Superintendent talking about developing school programs. They would be developing a coalition with other non-profits, such as Community Builders. To utilize the space to have workshops and all sorts of classroom things. In the Spring there could be a monthly art walk, music events in the Summer and the October Fest in the Fall.

T. Letson said communities are allowed a CDBG grant once per year. This will be a waiver to go beyond what our normal limitations are, and they don't do waivers of this amount lightly.

Tammy had some questions 1) Who would be the owner of the building? Archer said the Non-Profit; 2) What happens if something happens to the Non-Profit? Archer said he spoke with the Board of Directors, and they are in favor of this as well. J. Weagle commented it could be turned over to the Town. Rick further discussed the Non-Profit, when and where it was started and what would happen if it dissolved.

Motion to proceed with the CBDG grant for owning and renovating.
the train station by: J. Weagle, 2nd by: B. Caron, All in Favor 2-0

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T. Letson didn't think a public hearing could be set up for Jan 2 due to the holidays. She suggested planning on having it January 16th.

Archer said he really appreciates this. P. Pelletier said Rick has been a big help with our programs as well; the PD is behind him.

Archer said he did this for over 8 years in CA; he was in a city of 220,000 people; he reviewed the grants he got for them. He wants to continue doing things like that here. There is a desire for it, and he wants to step up. The Board further discussed other entertainment opportunities.

8. Town Administrator Business:

- a. Town Report Printer – T. Letson said we received 2 quotes; Smith & Towne, they were the cheaper of the 2. The other company we haven't dealt with before, but they would like to get the business. We put \$2,100 in the budget; the other company was approx. \$100.00 more. Min commented that the school puts money in also. T. Letson recommended continuing with Smith & Towne.

Motion to go with Smith and Towns Printers for the
Town Reports by: J. Weagle
2nd by: B Caron, All in Favor 2-0

- b. Appointment of Fire Fighters – not your employees until Jan 1. T. Letson set it up at Town Meeting that the Fire Chief is appointed by the Board. Everyone else is nominated by the Fire Chief for the Board to be able to approve. The Board doesn't have a say in who is nominated.

Motion to appoint Andre as Chief of the GFD by: J. Weagle
2nd by: B. Caron, All in Favor 2-0

Motion to appoint the Fire Fighters on the list below as recommended by
A. Basseur by: J. Weagle
2nd by: B. Caron, All in Favor 2-0

Below is a list of current members for the Fire Department.

Chief Andre Basseur
Deputy Chief James Leighton
Captain Dustin Supernois
Lieutenant Adam Brooks
Firefighter Richard Cotter
Firefighter Stephan Lambert
Firefighter Wayne McLain
Firefighter Terrence Bedell Sr
Firefighter Terrence Bedell II
Firefighter Rejean Bissonnette
Firefighter Jeremy Brann
Firefighter Terianna Cantone
Firefighter Jeremy Cross
Firefighter Charles Desfosses
Firefighter Hayden Gonyer
Firefighter William Patten
Firefighter Christopher Shepard
Firefighter Michael Sherburne
Firefighter Jeffrey St. Cyr
Firefighter Travis Wentworth

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- c. Coyote Hunting Permit – T. Letson said it's a permit to hunt on Town owned land for Daegan Styles. She reached out to F&G and there is an RSA that grants us immunity provided you don't make the hunter pay a fee to hunt on the land. Then we are immune from all liability. Primex hasn't gotten back to her yet to say that they concur with that. J. Weagle said this has been approved for several years.

Motion to approve the permit by: J. Weagle
2nd by: B. Caron, All in Favor 2-0

- d. Other

9. Applications/Permits and Warrants:

- a. Tabled Building Permit: (1)- Map/Lot 236-005 – 172 Dean Brook Drive for a concrete slab. Swallow Concrete is the contractor. T. Letson checked with Legal, they don't believe we are required to have tie downs for wind but for flood zones. She reached out to another division, and they haven't gotten back to her. The requirement of whether or not it's mandatory is in question. You can make them contingent to put them in after as part of your approval of the permit. J. Weagle hates to see it put on to the person that owns the trailer. They have already put enough money into it. T. Letson said it won't be the person with a trailer filing for a permit. You can make it contingent with the approval of the permit.

Town Counsel and Legal Inquiry had similar ideas as to the fact that it's regularly delinquent; Legal Inquiry said take them to Superior Court, Town Counsel said to go after both the landowner and contractor and put in a tiered system of late penalties; \$250, \$500, \$750. The Town Council also recommended revamping the Building Permit to include the penalties going forward.

Motion to approve the current building permit with the condition that the Landowner puts in the tie downs (to spec / 47 / 25 lbs. / working capacity of 3,150) before/when a trailer is placed onto the slab by: J. Weagle

Al suggested including the actual specifications; this is a federal requirement.

2nd by: B. Caron, All in Favor 2-0

10. **Public Comment:

- a. K. Frechette said there is a good size hole on Cumberland St, she called the Town garage, and they came up to put out a cone. T. Letson said they had another hole near the pump station on Brooklyn St. that was turning into a sink hole. They filled it in today.
- b. J. Weagle advised the Fire Department will have a special final meeting on 12/19 at 6:00 pm. It is to vote on two warrant articles to clean up everything before January 1. M. Kennett, Precinct Clerk, said the town lawyer felt there were warrants for the Town to take over the Precinct were not a through as they should be. We are just rewording them. This meeting was posted as required.
- c. N. Cotter asked what's going on with Min's position, is she getting done? Min said she filed an intent of retirement with the people, selectmen and all the state agencies. She's not able to register motor vehicles. She gave herself a deadline, but the State could call tomorrow and reinstate her. It's been torture for her, she said "I'm a helper, I love what I do, I love where I do it, but I can't completely do it." She is planning for

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the worst and hopes for the best which is what she's done. It's not what she wanted to do.

Norm asked about Min's administrative leave, how come the other person didn't get any leave time. P. Marshall said information that went to John Richard was no more legal, which was exactly what she was turned in for, Tammy gave it to him. T. Letson said she didn't look up the information but received the information they were asking for. She understands that anyone in an accident is entitled to license plate information on the other person in the accident. She didn't look it up, she passed on from off duty personnel to the homeowners requesting the information within a deadline. We met that deadline with what they had a right to know. P. Marshall said one person said it's public information, but the Attorney said they had no right to do that. J. Weagle further explained the process when there is an accident, the property owner is entitled to the information, Weagle further discussed.

B. Caron said we are not privy to that case except for what we were told during a previous meeting which was during public session. N. Cotter doesn't like the idea that one gets nailed for it and another doesn't. Caron said he doesn't feel that she (Tammy) looked up information on the DMV. P. Marshall said when delivering the fruit baskets, they received a lot of comments that weren't good; what's the matter with the Selectmen, they sit there and do nothing. Min said putting out the intent to retire made people upset. It's not what she wanted; but if she can't do the whole job, it's time to move on. She shouldn't have signed up in March but did (no one else did) and saw it through.

K. Frechette asked if she would get reinstated in a month – would she stay? Kennett said she would need to think about it.

P. Marshall said the morale in the Town Office is zero; he goes in quite often.

N. Cotter asked if the Selectmen would be putting something in the paper about Min getting done. Kennett said she's sticking it out until March 31; on the ballot it will show Town Clerk/Tax Collector – 2-year term. Originally, she was going to be done at the end of Dec. 2023. If she did that the part time person would get done and the deputy would also. There is a lot going on in January 2024, she didn't feel a new person could just come in and do all of it.

She's had a lot of support from the Towns people to see this through, but not from management.

K. Frechette asked about B. Caron's term – it ends in March.

Norm expressed his opinion about it and feels the Board should put something in the paper.

11. Announcements: The Town Office will close at noon on Friday, December 22, 2023, and will be closed on Monday, December 25, 2023, in observance of Christmas. The Town Office will also be closed on Monday, January 1, 2024, in observance of New Year's Day.

12. Next Board Meeting Date: Tuesday, January 2, 2024 – 6 pm

13. Non-Public Session: (Pursuant to RSA'S 91-A:3, II (b)):

Motion to go into Non-Public session by: J. Weagle

2nd by: B. Caron, All in Favor 2-0

Roll Call: Jim Weagle – Yes; B. Caron - Yes

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Into Non-Public session at 7:09 pm

Motion to adjourn the Non-Public session by: J. Weagle
2nd by: B. Caron, All in Favor 2-0
Roll call: J. Weagle – Yes; B. Caron – Yes

The Non-Public Session adjourned at 7:24 pm

Into Regular session at 7:24 pm

Briefly discussed budget meetings.

14. Adjournment:

Motion to adjourn by: J. Weagle, 2nd by: B. Caron, All in Favor 2-0

Meeting adjourned at 7:26 pm

Respectfully submitted,

Rebecca St Cyr, Minute Taker

*Agenda is subject to change

**Deadline for Agenda items is 12:00 noon on the Friday before scheduled business meeting
(By vote of Board of Selectmen at 7/11/2005 meeting)

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Minutes approved by Northumberland Select Board Members on _____

X _____
William Caron
Northumberland Select Board Chair

X _____
Jim Tierney
Northumberland Select Board Member

X _____
Jim Weagle
Northumberland Select Board Member