



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
Meeting Minutes (Draft)**

Date: Tuesday, January 17, 2023

Place: Town Meeting Room – 10 Station Square

Time: 6:00 P.M.

Select Board present: Keith Bronson (Chair), Jim Tierney, William Caron via phone.

Others present: Tammy Letson (Town Administrator), Courtney McLain, Melinda Kennett, Jeffrey St. Cyr, Joseph Kennett; Al Rossetto, Sean Durkin, Ryan Shannon, Lora Charbonneau, Jodi Paradis, Ericka Canales, Judy Fox, Kathy Frechette, Eric Charbonneau, Brendon Charbonneau, Drew H Hamilton, Drew A Hamilton, Norm Cotter, William Daisey, Peter Pelletier, Ricky Royal, Tim Charbonneau

1. Chairman opens the meeting:

- a. Chairman opens meeting at 6 pm

2. Acceptance of Minutes:

- a. Correction to 1/3/23 minutes page two, section 5, second to last sentence group. In answer to question "how much is being charged" it should be \$6.00 per thousand gallons instead of \$6.50 per thousand gallons.
- b. Corrections from floor:
 - i. Ryan – wanted Tammy's statement of I don't have a job description added to the minutes.
 - ii. Roach wanted his name taken off a statement from the minutes as he did not say it.
 - iii. Kathy did not make the comment that Ryan is overboard. Will leave this as a general comment without a name associated.
- c. Roach wanted the posted minutes changed to show he did not make the comment associated with his name. Tammy explained that historically the minutes posted are not changed but the changes are reflected in the following meeting minutes. Tammy will research this to see what the recommended approach is.
- d. Jim makes the motion to accept the minutes with these corrections, Bill seconds, all in favor, 3-0.

3. Acceptance of Minutes: For four budget work sessions – Correction to 1/10/23 minutes – Melinda and Joseph Kennett were in attendance for about 10 minutes.

- a. Ryan wanted estimated added to the end time of the workshop minutes.
- b. Ryan felt those minutes should be more descriptive.
- c. Jim makes the motion to accept the four budget workshop minutes with adding estimated to the end time, Bill seconds, all in favor, 3-0.

4. Department Head Business: Ambulance and Police Depts.

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- a. Jim was unable to attend from the ambulance department but provided his report. Keith read the following information:
 - i. 2023 as of this date, we have had 24 calls to date.
 - ii. 2022 currently we were at 25 calls.
 - iii. 2023 Comstar has not started collections yet as they are closing out 2022.
 - iv. We ended 2022 with 497 calls. Comstar 2022 billed \$453,750, allowed \$232,103.95, commitments \$221,646.05, received \$160,320.28.
 - v. Both ambulances passed State of NH Bureau of EMS inspections. They are up to date on all the supplies required by the Bureau. Also, both ambulances are in service and up to date on maintenance.
 - vi. We have started collecting information to report to the Medicare Ground Ambulance Data Collection Service for the 2023 calendar year.
 - vii. All town contracts have been sent out and meetings have been scheduled with the town that have questions on the new prices and formula.
- b. Peter gave the following:
 - i. In 2022 the police answered 2,615 calls, made 83 arrests, and opened approximately 240 new cases. Since the last meeting the police answered 355 calls, 91 of which are car stops, and had 13 arrests. Al Rossetto asked if the total calls for 2022 was 2,615 as that was a large number for a small department to handle.
 - ii. All 2022 training obligations were met and 2023 training has begun.

5. Matters from the public:

- a. Brendon Charbonneau – Discussion of complaint submitted.
 - i. Discussion concerning allegation of excessive force from the police department. The public voiced their viewpoints and asked questions. Selectman Caron interjected his viewpoints on the discussions. The board told the public they were going to discuss this further in non-public session. Discussion also included the current case concerning the town clerk's office as well as the town administrator's role in said case and the alleged registration infraction.
 - ii. Ericka Canales, Executive Director of Coos Economic Development Corporation (CEDC) introduced herself to the board and gave a brief description of some of the assistance CEDC can offer area businesses. Some of this assistance comes in the form of grants and / or loans.

6. Town Administrator Business:

- a. School Care Renewal –
 - i. This lays out the terms of the July 2023 to June 2024 health insurance rates.
 - ii. Jim makes the motion to accept School Care's renewal, Bill seconds, all in favor, 3-0.
- b. Other Business:
 - i. Discussion about minute taker position – our current minute taker will be done

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at the end of February. Options for replacement were discussed. Members of the public suggested the minutes be recorded on the Town Administrator's laptop, that the meetings be recorded, and a program be used to transcribe the minutes verbatim, that the minutes be video recorded. Lora Charbonneau asked what was required of the minute taker. Tammy explained that the person either needs to attend the meeting or listen to a recording and summarize the meeting into typed minutes for the board to approve. Members of the board suggested we advertise for the position.

- ii. Tammy spoke with the board regarding have Sansoucy assess the NCIC towers. Given the assessed value other town's are carrying on these types of towers, it appears that it will take quite a few years to have the towers assessed value begin to bring in more tax dollars that it will cost to have Sansoucy assess them. Tammy recommended the board not have these towers added to our contract. All three members of the board concurred.
- iii. Tammy asked the Board to decide on when the budget public hearing would be held. It was decided to have it on Friday, February 10 at 6 pm with Monday, February 13 as a backup weather day.
- iv. Tammy asked the Board if we should advertise the annual town meeting as being held at 10 am after the 9 am annual school meeting. The Board concurred with this time.

7. Applications/Permits and Warrants:

- a. Abatement Application to Municipality – 608 Lost Nation Rd., Map 246, Lot 002
 - i. Tammy reminded the board they were not voting to approve this abatement application, just to decide if they wanted to send it to CNP to make a recommendation.
 - ii. Jim makes the motion to send this abatement application to CNP, Bill seconds, all in favor, 3-0.
- b. Abatement: Taxes, w/s – 8 Park St., Map 103, Lot 001
 - i. Jim makes the motion to approve this abatement, Bill seconds, all in favor, 3-0.
- c. Building Permit Application(s) –
 - i. #1 2022-63-110 Dean Brook Dr., Map 236, Lot 005-MH-25
 1. Tammy explains that the owner of the mobile home has signed the permit, but the owner of the land has not yet signed indicating approval.
 2. Jim makes the motion to approve the building permit upon the landowner signing the permit, Bill seconds, all in favor, 3-0.
 - ii. #2 2022-64 – 5 Eames St., Map 104, Lot 009
 1. Jim makes the motion to approve the building permit, Bill seconds, all in favor, 3-0.

8. Announcements:

- a. Next Board Meeting Date: Monday, February 6, 2023

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

- a. Jim makes the motion to go into non-public session, Bill seconds, all in favor, 3-0. Roll call – Jim Tierney - Yes, Bill Caron - Yes, Keith Bronson – Yes.
- b. Prior to the public leaving the room, there was discussion from the public regarding ability to go into nonpublic. Due to this discussion, Jim makes a motion to come out of non-public, Bills seconds, all in favor, 3-0.

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

- a. Jim makes the motion to go into non-public session, Bill seconds, all in favor, 3-0. Roll call – Jim Tierney - Yes, Bill Caron - Yes, Keith Bronson – Yes
- b. Jim makes motion to come out of Non-Public at 10:07pm, Bill seconds, all in favor, 3-0.

11. Public Session Resumes:

- a. Jim makes motion to seal the first section of the Non-Public minutes until the matter is resolved or later depending on how it is resolved. Bill seconds, all in favor, 3-0, Roll call – Jim Tierney - Yes, Bill Caron - Yes, Keith Bronson – Yes.
- b. Jim makes motion to seal the last section of the Non-Public minutes until the matter is resolved or later depending on how it is resolved. Bill seconds, all in favor, 3-0, Roll call – Jim Tierney - Yes, Bill Caron - Yes, Keith Bronson – Yes.

12. Adjournment:

- a. Jim makes motion to adjourn at 10:09pm, Bill seconds, all in favor, 3-0.