



Town of
Northumberland
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Town of Northumberland

Board of Selectmen

Meeting Minutes - Draft

Date: Monday, July 10th, 2023

Place: Town Meeting Room – 10 Station Square

Time: 6:00 P.M.

Board members present: Jim Tierney, Jim Weagle, Bill Caron – via phone
Others present: Tammy Letson, Al Rossetto, Norm Cotter, Pete Marshall, Glenn Cassady, Jerry Monahan, Kathy Frechette, Judy Fox, Jeff St Cyr, Reggie & Terri Charron, Peter Pelletier, William Daisey, Andre Brasseur, Dylan, Melinda Kennett, James Gibson, Rebecca St. Cyr – Minute Taker

1. Chairman opens the meeting:

J. Tierney opened the meeting at 6:00 pm

2. Acceptance of Minutes:

Motion to accept the Jun 19, 2023 minutes by: J. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; B. Caron – Yes; J. Weagle – Yes

3. Department Head Business:

a. Highway and Water/Sewer Dept.

Highway Dept – Glenn Cassady, Town Road Agent:

- The month of June is on record for rain. We haven't been able to spray the lines. It will be getting done as soon as we can.
- There's been a few washouts, one at the cemetery, we spent a day getting larger rocks, and stabilizing the bank.
- Culverts – had to do some extra ditch cleaning and some culverts on the back side.
- With the wet and dry weather, we are getting pot holes. Glenn has been out on Page Hill Rd. filling some to save bringing in a grader.
- Got the rest of the brackets for the Veteran banners and got them up by the 4th of July.
- The grass is growing like crazy; we are mowing every 5-7 days. Reid is on the mower a lot, Reggie and Randy have been helping to catch up.
- Getting quotes on paving for the Village. Discussed the numbers of what can be spent. At the Town Meeting \$100,000 was appropriated but there might be more. Glenn mentioned a patch job on Church St. From the Fire Station to the Post Office, the sidewalk is very bad. He would like to have a crew come in and put an overlay. It's been hard to find vendors as well.
- Social media comments - Glenn said he tries to ignore. We are doing our best to try and keep up.
- J. Weagle mentioned an area across from the Fire Station that's bad also.

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- Glenn received a call from Jim Sanborn on Hillside Ave. He cut a large pine tree down and asked for help getting a stump out. It's close to a manhole and the sewer line. Glenn went up and helped him with it. J. Tierney asked him to check with T. Letson next time to get an ok. Glenn said it was in our right of way and that's why he did it.
- With all the rain, our beaver issue has increased again. It's been a constant issue. They have been bothering on Brooklyn St area. He has spoken with a couple trappers for help with them.
- Priority right now is the pool to get that fixed in the next couple of days and get the lines painted.
- Hoping to do some paving in August or September. T. Letson said maybe we will have the figures from the State by then for the extra highway block grant and the bridge money.
- Al Rossetto thanked Glenn for agreeing to put up a new sign at the Library. J. Tierney asked about the municipal parking signs they have been put up.
- P. Marshall mentioned the guardrails that go over the brook in the Village need to be fixed. Glenn said he will look at it.

Water/Sewer Dept – Reggie Charron W & S Supervisor:

Water –

- Today helped the crew work on the pool issue, it was on the 6" line. We hope to have it fixed and back up by Wednesday.
- DES was here on 6/28 for Water Sanitary issues; they gave us some ideas on discrepancies, pumping and what's being metered. So, we are putting together a leak survey grant – T. Letson said it's been done. Next year, if the grant is approved we will have a leak survey done on the whole Town. The last one was in 2014.
- The hill project will start next spring, the borings for the ledge analysis will be done July 24 – 26. Hopefully there will not be any inconveniences for residents on the hill. J. Tierney asked about the blue paint that was put down, will it last until next spring? Reggie said it's just for the borings. T. Letson mentioned a reminder for those that live up there. Over those 3 days there could be traffic issues for any residents or emergency call issues. we may need to find alternate routes. Reggie commented there are options to get around. The project is moving forward and there is a lot that needs to be done to prepare for it. There will be a lot of concerns over the next year.

Sewer –

- Ron Caron put in new control panel on the Brooklyn St. pump station that's part of the grinder quote that we are getting ready for. Reggie further discussed. The rags aren't going away, and the grinders are needed.
- Avery will be on that week on the 7th to start cleaning all sewers. We will be getting notices out to let residents know.
- It doesn't feel like we are getting anything done with the weather and all the grass.
- Reggie will be on vacation next week.
- J. Tierney asked if there are any applicants. Reggie said it just got approved and will get it posted. We are trying.

4. Requested Agenda Matters:

None

5. Town Administrator Business:

a. Discussion of proposed lease/purchase -

T. Letson is looking to see if the Board would like us to move forward to the possibility of leasing a police cruiser. We hired a firm to write a grant to USDA that was due in April 2023 for the possibility of purchasing a new cruiser. The match was 80/20; because of that we didn't put anything in the budget, pending approval of the grant. T. Letson said the grant company missed the grant deadline. They will apply again in December. But waiting until December, it will be another year before we can get one.

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We're not sure if those that we have will last that long, so we are looking to see if the Board would consider a lease purchase. J. Tierney asked how much was recently spent to repair one of them. J. Weagle said \$2,136+; T. Letson said there were several bills, so it was more than that. The 2015 has over 100,000 miles. The lease would have an escape clause or non-appropriation clause.

B. Caron asked what the numbers are, he's looking at the cost to return ratio. T. Letson said once all said and done, road ready is approx. \$60,000. The interest rates, she is waiting for a 3rd to come in. But one came in at 7.75% for a 3 or 4-year lease. Another one is a 4-year rate of 6.36%, and 5-year rate of 6.27%. We are at 7-8 years for the life of the old cruisers, so 5 years would be ok. One company won't do 5 years. There is no restriction on mileage. It's not like a regular lease. B. Caron agrees we need to do something. Wheelan is the name of the company that will help get it road ready for us. J. Tierney asked T. Letson to check with the Chevy dealer in Colebrook and Keith Kopp to finance through Ford Motor Credit for a rate. T. Letson said the lease payment can come out of capital reserve, but she recommended that it be advertised as a Public Hearing and the final decision is made during the Public Hearing.

B. Caron in a rotation, we need to have another one the rotation for 4-years. T. Letson is hoping the Planning Board will put a Capital Improvement Plan into the Master Plan. She would like to see Town move forward with the concept of Capital Improvement for all equipment, which will space it out. It will put larger ticket items on a plan of when we can purchase. J. Tierney said we can review the info again on 7/17 and then plan the Public Hearing for 08/07, which is during the regular Select Board meeting.

Norm Cotter is confused! The cruisers are getting old, but how long have they just been setting here out of the last 3 years. P. Pelletier addressed. J. Weagle said there have been issues with the Fords; once they get to a certain point the issues start. P. Pelletier commented that they are not garaged, they are outside in all the elements and there is a lot of wear and tear. It compounds after a while. One has over 100,000 and the 2018 is over 60,000. We've held off buying to save the Town money. Norm feels we should run to get our money back from a recent repair. J. Tierney said it will take 5-7 months to get a new one. If we have to place an order it will be longer.

J. Monahan asked what happens to the old one when we get the new one? P. Pelletier addressed – we would keep it as a spare. It could be used for a number of things. T. Letson said the Precinct has reached out to her and asked if we could consider letting the Fire Dept have one of the old cruisers. It's a good idea.

b. Follow up discussion on new water rates (SF) and Guildhall agreement.

T. Letson - Guildhall needs to have a special rate; she reviewed the agreement that we have with them. They pay all operational and maintenance costs; they don't pay for any expanded debt. Within the rates we discussed, it does not yet include the new debt. She looked at the last 5 years, what was the annual budget, what is the single debt payment that the water users are paying. The operational budget on average (over 5 years) is approx. 89% of the total annual budget. She took 89% of the proposed figures and came up with instead of \$180.00/year / user base rate; it would be \$160.00 and instead of \$7.00 volumetric, it would be \$6.23 at 89%.

J. Tierney asked when the agreement expires, it runs through 9/25/2025. T. Letson said the agreement says there will be a committee to meet 4 times in the first year and as needed beyond that. In theory the committee makes the decisions. R, Charron, G. Cassidy, one Selectman and member of the public. Gary Brown agreed.

J. Monahan asked did you say their rates won't go up until 2025? T. Letson said we didn't say that; the agreement that we have is 38 years old. It says they are not to pay for any construction of the system that we have done that expands or replaces distribution. In redoing

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the hill – that won't be in their share. As an example, if we had to replace well heads they would be charged. J. Tierney said anything that directly affects them would be charged.

N. Cotter commented, when Northumberland put the reservoir in on Mr. Halls land didn't he say the Town can use the water as long as Guildhall was supplied with water free of charge. J. Weagle said it's not in the contract and they pay for the water.

Al Rossetto commented as he understands it, there is no back flow protection and if there is a fire in Guildhall, they could contaminate our system. R. Charron said he had this discussion with DES, he said yes. Al asked if there was contamination and what would that do to the Northumberland system. T. Letson said there is not a Northumberland system, it is the Groveton system. Discussion ensued to clarify the name of the systems; Reggie said we have the Lost Nation and Groveton systems.

Al understands that Guildhall has refused to install the equipment necessary. R. Charron said not recently, since Gary has been on the board it's a lot better. Al asked if there is a date when the liability risk will be resolved. R. Charron wasn't sure. Al feels he Select Board should take care of the citizens of Northumberland as their primary focus rather than surrounding towns and the benefits of those towns. Guildhall should give us a firm date or shut them off. J. Weagle said it takes time to get things done; behind the scenes there is more to it than that.

Al said there is a huge liability for the tax payers of this Town, we are coming up on a massive tax increase with revaluations and an error could make the water system for this Town toxic. He doesn't care what the backroom negotiations are, the Board of Selectmen should focus intently on the good of the citizens of Northumberland and not surrounding towns.

J. Tierney asked Reggie and Gary to get the committee – the Inter-Local Agreement Committees together. It will include R. Charron, Al Rossetto volunteered to be on it, J. Weagle will be the Selectmen rep. Please try to schedule a meeting in August.

T. Letson commented that Al isn't on our water system but does pay a share of it, he won't be paying for the hill project. J. Tierney said he should be Ok.

The water/sewer bills will be going out soon and the increase will be for the next quarter, should be included. Min said she needs to update the system with the increases asap.

Motion to make Guildhall's base rate \$1.60 and the volumetric rate at \$6.25 by: J. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

T. Letson said there are special services bills that go out. There are 2 people that have town sewer bills that are not on Town water. They should be paying the demand fee; historically for sewer they have been billed \$55.00 /qtr., which is based on 10,000/quarter. Do we continue to estimate the usage (Tom Dittman and Irving Covell); further discussed the properties. T. Letson asked about making it generic, so they pay the base rate and an average for the volumetric. J. Tierney said the empty house will continue to be just a demand fee until someone moves into it. We will need to look at the volumetric based on how many people live there.

c. Discussion/decision of Library Trustees recommendation for appointment –

J. Weagle read a letter from the Library Board of Directors. Mark Robinson resigned as of 06/01/23; they recommend Lisa Tierney to fill the vacancy. Per the RSA when a Library Trustee resigns, they can recommend a replacement, but the Select Board does the approval for appointment. The RSA doesn't specify for how long; T. Letson said NHMA recommends

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when the RSA doesn't specify the term it would be until the next election. In March there would be 2 positions elected.

Motion to approve by: J. Weagle
2nd by: B. Caron – 2 in Favor, 1 Abstained
J. Weagle – Yes; B. Caron – Yes; J. Tierney – Abstained

d. CASA of New Hampshire thank you.

J. Tierney read a thank you letter from CASA regarding a recent donation they received from the Town.

e. PA-28 Inventory of Taxable Property Form disposition.

We don't usually use this form.

Motion that we Do Not use the PA 28 form by: J. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

f. PA-16 Application for Forest and Land Reimbursement

J. Tierney read the application for 2023. Basically, this is for Cape Horn State Forest and White Mountain National Forest lands in Northumberland. T. Letson said its our way of telling the State of NH what the assessed value is of the 2 tax exempt properties.

Motion to approve the PA-16 form by: j. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

g. Discussion of Garage Doors –

T. Letson –There was a Warrant Article that was based on the local company that does garage doors. Two came in at what we said, but to meet our purchase policy, Randy got quotes for purchase and installation of 2 doors from three.

Overhead Doors - \$14,000
Another company - \$13,098
Troy Overhead Doors - \$8,310 – for the same doors as what we have.

J. Tierney asked about the doors that we have. Glenn said the ones we want to replace are behind the sanders. All the slush drips off and splashes on them. We talked about getting them undercoated or with a rubberized coating to prevent the salt brine from getting on them. Glenn said we reviewed the information on the doors, there is a 10-year warranty / life span on them. We've had them for 20 years. They talked about re-habilitating some of them. J. Tierney asked how the Warrant Article read – T. Letson reviewed, it reads: "To see if the Town will vote to raise and appropriate \$14,000 to replace 2 doors at the highway garage. J. Tierney suggested checking with NHMA.

The Troy door is probably the best, their warranty is the best. J. Tierney said if some of the panels are still good, maybe they can be used on other doors.

Motion to go with Troy Overhead Doors, LLC to replace 2 doors by: J. Weagle

T. Letson suggested expanding the motion: replace 2 and rehabilitate others (if NHMA approves)

Motion to go with Troy Overhead Doors, LLC to replace 2 doors and

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rehabilitate other doors by: J. Weagle

2nd by: B. Caron, All in Favor 3-0

J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

T. Letson will contact NHMA to confirm.

h. Discussion of community power energy committee

T. Letson recently went to a meeting in Lancaster to listen to Standard Power. The State is now allowing the concept of “community” power. At the moment everyone has the ability to get their supply from 3rd party supplier. Eversource would continue to do the billing. They only do the distribution. There is an opt out for residents; they would need to contact Eversource to do that themselves. Al had asked T. Letson about solar; she spoke with the Standard Power rep; he strongly suggests that anyone with net metering should contact them directly and decide if they want to opt out.

We would need to have a committee for this. There are 2 companies that do this Community Power Coalition and Standard Power. The Select Board doesn’t approve this, the committee decides if this would move forward to Town Meeting. The Select Board selects the committee.

J. Tierney said he spoke with Henry Noel in Berlin about this. There is also some form of savings account for the Town as a whole but also for each individual that uses it. He doesn’t know much about it. T. Letson said Standard Power didn’t speak of this, Community Power Coalition did. There is something that goes with that, if we opt out of it with in the window that we agree to, we could lose that. The committee would need to research this further.

Eversource provides the service, repairs, billing etc. you wouldn’t see a difference. In theory you would just see a drastically reduced supply rate.

B. Caron said the last time we took something to Town Meeting, it cost us all a lot of money. Tierney said this would be to set up a committee and they would decide if it was right to present at Town Meeting. T. Letson feels if the taxpayers can save on their electric bills, it’s worth having a committee to look at it. B. Caron said it’s also available to residents privately. T. Letson further explained the committee would do this for everyone. J. Tierney further discussed the concept. T. Letson said because they are doing it for the whole community there could be savings. Both of the companies want this and will bend over backwards to get it.

B. Caron asked about Lancaster; T. Letson said they listened and didn’t say a word. J. Tierney recommended that 9 people be on the committee. T. Letson would represent the Town, there would be a School Rep and 1 Selectman would be the chair and community members. The only time the Selectman would vote would be to break a tie. She said there will be a short window to set up a committee and get this done in time for a warrant article.

B. Caron commented that he’s been looking at it for his house and looking at solar also. There were other hidden costs involved. He doesn’t see it happening. T. Charron said she is saving ½ on the business; on the house she is saving also. She has been doing it for years. You need to keep an eye on it. You don’t see any change in your power, bill, etc. other than a lower rate.

J. Tierney reminded that this is just a look and see. T. Letson said Eversource is not in the business of generating power; they are only in the business of distributing. They lock in with companies at a rate; the Standard and Community companies are charging them. She said everyone would be signed up for it. It’s not mandated, and residents would need to opt out if they didn’t want it. The municipality buildings wouldn’t have a choice.

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A. Brasseur asked if they have any idea what the saving would be? T. Letson said they only gave averages and don't pinpoint it. From the sales pitch she got, both said it would be drastically lower than Eversource.

J. Monahan asked when would we be doing this? J. Tierney said it needs to go through Town Meeting. We are currently locked in with a 3rd party at a lower rate. Constellation is the company, and the contract is joint with the school.

i. Other Business:

Highway Safety Grant - T. Letson said to J. Monahan that we've previously talked about the Highway Safety grant, both Lt. Daisey and she has said it's 100%. She said it's technically a 75 / 25. The State pays us 75% of the total, but we bill the State of NH for the use of the cruiser, which is our 25% match. We are reimbursed from the State for the officers' salaries and benefits. Our billing rate for the cruiser is more than our 25%. We are charging them for any details that they want us to run.

Payday's - currently our pay week ends on Saturday; Becky processes it on Monday provided it's not a holiday and the employees get paid on Wednesday. When there is a holiday on Monday it causes an issue. This last Monday (07/03) was an issue, the banks were closed on Tuesday. Becky got the payroll done in a very timely manner on Monday, but the banks wouldn't let a settlement go through until Thursday. This could be a problem going forward and could get us in trouble with the Dept of Labor when we're saying payday is Wednesday. T. Letson said she has discussed with the Dept Heads, and we could bump payroll out until Thursday. J. Tierney said Monday holidays don't cause so much of an issue. T. Letson reminded that they don't for Becky Craggy, she can get payroll done quickly. When processed on Monday, it needs to be at the bank by 11:00 am. With a new person we can't guarantee with the learning curve that it would. There isn't anything in the law that says we can't pay them on Wednesday with an official payday of Thursday. T. Letson further discussed.

J. Monahan asked if we couldn't process a day earlier? T. Letson said employees would need to get their time sheets in on Sunday. And it still wouldn't have helped this week. It was the bank that wouldn't settle it until Thursday. T. Letson said the employees would need to be told the official payday would be Thursday. J. Tierney said it would also need to be added to the policy. We don't need to make a motion; it will be approved once the policy is reviewed and approved. The paper checks can still have a check date on Wednesday, T. Letson explained the Dept of Labor doesn't care when you pay but the IRS does.

M. Kennett said that she is a Dept. Head and hasn't been included in the Dept Head meetings. She's asked about this but hasn't gotten an answer. T. Letson said the Selectmen have told her that Dept Heads are the employees they appoint who report to the Town Administrator. Min doesn't report to T. Letson, she reports to the Public. T. Letson said the payday has only been conversational; it hasn't gone to all the Dept Heads or employees yet.

M. Kennett asked about the water rates, have they all been voted on? T. Letson said yes and Becky Craggy will get this out to her. Min said it's a big project to them updated.

Min looked up RSA's before we do the appointment for the Library Trustee, please let her call Bud Fitch about the term. T. Letson will contact the Atty Gen office, and we'll see if they agree. Min reviewed several RSA's and none of them are specific about terms.

6. Applications/Permits and Warrants:

a. Building Permit Application(s)(4)

1. Map 220, Lot 004 - Lisa Guay, 57 Craggy Rd. putting on a front porch. Fee paid, AI has Signed during this meeting.

Motion to approve by: J. Weagle, 2nd by: B. Caron, All in Favor 3-0
J. Tierney - Yes; J. Weagle - Yes; B. Caron - Yes

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2. Map 219, Lot 004 – Rotobec, 150 Brown Rd., paving on north side of building. Fee paid, AI has signed.

Motion to approve by: J. Weagle, 2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

3. Map 240, Lot 015 – Robert and Angela Brier, 1109 Lancaster Rd. paving back section of driveway. Fee paid; AI has signed.

Motion to approve by: J. Weagle, 2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

4. Map 240, Lot 032 - Matthew Marcum, Freedom Forever, LLC – 14 Cloutier Rd. Roof mounted solar panels. Fee paid; AI has signed.

Motion to approve by: J. Weagle, 2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

b. Non-Resident Transfer Station Permit Application

1. Map 216, Lot 23 - Eric and Sherry Kinsherb, 442 NH Route 110; residential, 2 permits, \$30.00 has been paid.

Motion to approve by: J. Weagle, 2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

c. Land Use Change Tax

1. Town of Northumberland (D. Fregeau) – The form is not made out correctly and will need to be redone. This it to take a portion of the land which has a driveway and camper on it out of current use.

Motion to approve once the form is corrected.by: J. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

7. Public Comment:

Kathy Frechette asked how we are doing with those that were sent letters to clean up their property. She advised that one property is empty now. T. Letson said Liz is on it and needs to send out follow-up letters.

8. Announcements: Planning Board Meeting 7/12/23 – 6 PM

9. Next Board Meeting Date: Monday, July 17, 2023

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

Motion to go into Non-Public Session by: J. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron – Yes

Into Non-Public session at 7:50 pm.

Into Regular Session at: 8:39 pm

Motion to the "Seal" the Non-Public minutes for section C - Part 2 by: J. Weagle
2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron - Yes

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11. Adjournment:

Motion to adjourn by: J. Weagle, 2nd by: B. Caron, All in Favor 3-0
J. Tierney – Yes; J. Weagle – Yes; B. Caron - Yes

Meeting adjourned at 8:40 pm

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

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