



Town of  
Northumberland  
Office of Selectmen  
19 Main St  
Groveton NH 03582  
Phone (603) 636-1450  
Fax (603) 636-6098  
[www.northumberlandnh.org](http://www.northumberlandnh.org)

**Town of Northumberland**

**Board of Selectmen**

**Meeting Minutes - Draft**

**Date: Monday, May 1<sup>st</sup>, 2023**

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

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

Board members present: Bill Caron, Jim Tierney, Jim Weagle  
Others present: Tammy Letson, Tim Emperor, Al Rossetto, Steve Collins, Norman Cotter, Sean Durkin, Melinda Kennett, Nancy Mellow, Jeremy Monahan, Glenn Cassady, William Daisey, Peter Pelletier, Reggie Charron, Terri Charron, Kathy Frechette, Andre Brasseur, Rebecca St. Cyr-Minute Taker

**1. Chairman opens the meeting:** B. Caron opened the meeting at 6:00 pm

**2. Acceptance of Minutes:**

Motion to accept the minutes for the 04/17/23 meeting by: J. Tierney  
2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

**3. Department Head Business:** Highway and Water/Sewer Depts.

a. Highway Dept. – G. Cassady, Town Road Agent

- We had the street sweeper in, they did a good job; it took 2 ½ weeks with the help of the W/S crew to pull the dirt off lawns for the sweeper.
- Notified one of the vendors for crack sealing so they can start working on that as weather permits.
- Randy has been off 2 weeks, came back today.
- Had to go out on Page Hill one more time. Spoke with the grader operator; they are on schedule based on when they normally come.
- Will be moving on to summer projects, get the park benches out, trash cans, has ordered the paint for line painting. We use 3-4 days for pool cleaning and prep. Usually they want it by mid-June.
- There are a few culverts that we know need to be changed.
- If the weather permits, we will be working at the cemetery cleaning things up so people can put things out by May 12<sup>th</sup>.
- The Veteran Banners will be put up soon. Cassady needs to talk with Becky Craggy regarding flags that need to be replaced. T. Charron said there are 3 flags at the Northumberland Cemetery, and she has those on hand. The VFW pays for the middle section at Veterans Park. Terri asked Tammy to add 2 more flags to Becky's list. Cassady said one of the ropes works hard, he had to tug on it.
- There have been a few lines to unplug.
- The road bans are all off, including the State roads.

J. Tierney asked about the trenching project at the Rec Center, are they talking to you about doing the actual work. R. Charron said no. T. Letson said no, the Town doesn't have

the equipment to reach. G. Cassidy said he assessed and thought some of the problem was drainage from the roof. T. Letson said they want to talk about cleaning up closer to the railroad tracks. There is a 65' right of way for the railroad that needs to be considered. R. Charron said the water problems are on the other side, which is wetlands. Cassidy said there are cattails behind the fence, which are in wetlands. They could make it worse. G. Cassidy said they moved the snow from around the building and put in some caulking in. Cassidy said he does have a backhoe with a long boom.

Water / Sewer Dept. – R. Charron

- His crew will be opening the Rec Center tomorrow, turning on the water, etc. Baseball Opening day is the 6<sup>th</sup>.
- We are doing better with water usage. It's dropped to approx. 259,000 gallons per day. We are getting down and doing better but still a little high.
- Doing a new W/S installation on 5/10 on Hillside Avenue. A new home is going in.
- We have 33-meter pits that will need new meters. We are watching them. We are working on getting them all done and have about 60 left to replace.
- Water at the cemeteries will be done in the next couple of weeks. The Fire Dept will be doing a burn at the cemetery on 5/2.
- Looking at Town wide hydrant flushing – late May or early June.
- Sewer – we had a couple of issues; the bigger one that he found was at the lagoons. He noticed that one of the ponds wasn't running right; the testing was ok but was getting higher. The effluent from one of the primary lines was plugged. He had to call Avery in for an emergency and they got it done. It took approx. 4 hrs. including the travel time. Both ponds are back to normal now. B. Caron asked what could have plugged it – Reggie said it looked like a huge grease ball. It's the first time this has happened since he has been here.
- Water sampling will be tomorrow.
- Kathy Frechette asked if he will be unwrapping the hydrants that are not in use. Reggie said they won't be opening them; they need to be replaced.

**4. Selectman Matters:**

- a. Discussion on American Legion Cornhole summer event - J. Weagle said they want to put up a fence in the back of the building to hold outside Cornhole tournaments. They need to get a permit from the State to serve alcohol outside. They asked if the Board could write a letter to the Commissioner.

Motion to approve writing a letter by: J. Weagle, 2<sup>nd</sup> by: J. Tierney, All in Favor 3-0

**5. Requested Agenda Matters:**

- a. Tim Emperor – Gateway to Ride the Trails Club – Trails permission – Emperor said this is for the yearly permission that allows us to maintain and apply for grant money. We did gravel a section at the end of Bag Hill and we put in for 3 miles this year. The registration for snowmachines was down by 10,000 this year so will see if it's approved.

J. Tierney asked T. Emperor to contact Ed Mellett about what they are doing; we have found a camera that runs off solar that can be put up this year.

T. Charron asked Tim if they put out lime for dust control, he said yes, they use calcium. She would like some put down in the storage sheds area on Route 3 due to the dust ending up on her property across the road. Emperor said they will do that.

Motion to approve by: J. Weagle, 2<sup>nd</sup> by: J. Tierney, All in Favor 3-0

**6. Town Administrator Business:**

- a. Municipal Clerks Week – April 30<sup>th</sup> – May 6<sup>th</sup> - B. Caron read the Proclamation. This is the 54<sup>th</sup> Annual; it was initiated in 1964. (See copy of the declaration at the end of these minutes). May 1, 2023.

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

N. Cotter asked about M. Kennett's position in the Town Office, we've been told it's under investigation and as a citizen he feels we have the right to know. J. Tierney said the investigation is over, the criminal case is over, and the State's case is over. They have made their decisions. The DMV judge disciplined Min and Courtney so they can't do registration for 1 year, which ends in October. At that time, they can apply to the DMV to get their ability to be a municipal agent back. It's all up to the DMV.

M. Kennett explained she queried the system to look up a MV plate on a vehicle that was parked at the store. She was told since she queried the system without having a transaction to go with it; they suspended Min for 1 year and she has 6 months left. Normally when this happens, they will suspend 5 years but suspended for a year. J. Monahan said even though you didn't use the information you did something wrong. Min said in Concord they don't know what's in Groveton.

Cotter asked why the Town of Northumberland reported it. J. Tierney said it was reported to the Town Office, we called an individual at our software company and was told to contact Concord, which was done. It's a small law, but still a law that got broken. In the past it was the good old boy network. Which has its drawbacks; it was reported as it should have been then the DMV came in and stopped everything; it went from there.

J. Monahan asked how it was reported if no one knew about it. J. Tierney said it was known about. During a Select Board meeting during public session, the Deputy Town Clerk accused a police officer of not having a registered vehicle. B. Caron commented that he lives in another Town. J. Tierney said that's where the complaint came from. J. Monahan asked if he reported this in retaliation. J. Tierney said you would need to ask him about that. He didn't report Min, but reported the Deputy and that's when the State opened the other. M. Kennett didn't agree with that. She said approx. 1 month later the police Officer was upset due to being asked by Courtney when he would be registering his vehicle. J. Monahan asked if it's the same officer that parked in a no parking zone – Yes.

B. Caron said he was granted permission to park in the area as well as any other officers. The DMV Law came about due to a Federal Law that was enacted due to a case in Georgia involving an officer that queried the system. Two people were murdered based on the information received from that query.

M. Kennett further discussed the person that owns the vehicle. She said once we get through the next few months – it will be over.

- b. Discussion of The Fitch Company – Controls Replacement – R. Charron has received a quote from the Fitch Company. We bought the Ross Valve, and we no longer need it. They are very expensive to maintain. We will save money over the long term, but it will cost little to get our controls to do away with that and run the variable speeds by the scanner system. Line 1 - The quote is for the Ross Valve replacement at \$13,100; line 2 - remote access is needed. He can control things but can't see them and needs to come in every time something happens. He doesn't want to do that especially when he off and out of Town.

This system was supposed to have remote; this was Plan B to the remote access. It will save a lot. When he's not on duty he can look at it. Keith might have an issue with remote due to where he lives. Charron is trying to promote responsibility to others and have someone else knowledgeable. B. Caron asked if it was planned in the budget. T. Letson said this wasn't completely planned in the budget; we made a best guess for the budget, but it wasn't where it needed to be. Some of the money is in there, which will cover the installation costs which were not included in the quote. There is a good amount left in the ARPA budget so that's where T. Letson suggested the money could come from. R. Charron said the Ross Valve needs to be decommissioned and further explained what needs to be done. There could be extra costs associated. Jim Weagle asked if there is any

other location that uses the Ross Valves – Charron said there are not but there could be someone out there.

S. Collins asked if the remote access will be secure? R. Charron said it will be secure so that others can't hack into it. K. Frechette asked if would be backed up somewhere, R. Charron said it would be.

T. Letson said we put in about \$5,000 to the budget – the ARPA will be approx. \$9,000. R. Charron said they will try to coordinate both. The quote came in higher than what we guessed. Charron said they are recommending this.

Motion to approve and take the excess from the ARPA fund by: J. Tierney  
2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- c. Discussion of water rates – T. Letson said the Board was given the latest RCAP reports; and if we look at the money issues in it, his numbers are not accurate. J. Tierney said they are suggesting Scenario 2: The residential demand fee would go to \$180.00 or \$45 per quarter. They also suggested \$8.00/thousand gallons of water, which is up from \$6.00. J. Tierney said this would give us enough money to cover the budget and extra money to put into a (contingency) reserve fund. We would be making \$20,000 - \$35,000 more than needed. Which would make the water fund balance start to go up. The rate(s) will need to be amended one more time when we get the actual numbers for the W/S project on the hill. It's estimated at \$200,00/year for the W/S. This is just for the water; the sewer will need to increase as well. Tierney thought we should do scenario 2 for the water as well, which would raise the demand fee to \$180.00 to make both the water and sewer the same.

B. Caron said the commercial rate would go up as well. J. Tierney said they are suggesting the commercial should go up from \$200.00 to \$350.00 for the year. J. Tierney said it should (possibly) increase to \$400.00 instead of \$350.00. They are saying the industrial rate should increase from \$300.00 to \$450.00; Tierney thinks it should go to \$500.00.

T. Letson said she didn't find anyone through the system that's getting an industrial demand fee. J. Tierney said NSA, Q Hydrogen, Prima and Rotobec are industrial entities and should be paying the industrial demand fee. T. Letson is only seeing 1 person who is getting a water line industrial fee. J. Tierney said the 4 companies above should be industrial; apartment buildings, stores, etc. are commercial.

The fire lines need to be looked at also, right now we only have 1 entity that has one, which is an 8" line. B. Caron reviewed the report and the scenarios' further. R. Charron commented that those who have fire lines are 8" outside and maybe 6" inside. J. Tierney said if there is a fire line the demand fee should be \$3,000/year for industrial and commercial.

R. Charron asked Andre Brasseur about the sprinklers rules for apartment buildings - 3 units or more need a sprinkler system. With new construction or a change of use (example – Sanel building) if there are 3 apartments or more a sprinkler system will be required. Those that are already there are grandfathered. Nancy Mellow asked about the discretion between what you have looked at to the person doing the report. Will you give them the numbers? J. Tierney said they will need to be told. Nancy was referring to the numbers that aren't correct. T. Letson said the people that did the report was someone that USDA hired. She has a meeting scheduled to review with USDA and will see what they want to do. J. Tierney said their numbers are all consistently low; their number for scenario 1 was \$388,000; his numbers came up to \$404,000, which isn't enough to cover what they are saying based on extras we should be putting in. With scenario 2 we would still make \$30,000 - \$35,000 more. B. Caron said they haven't done anything with sewer yet. R. Charron said it should be the same, what goes in goes out. J. Tierney said it shouldn't need to go up again until the bond project on the hill is done.

M. Kennett commented that W/S hasn't gone up in a few years. B. Caron said we are Less than what other communities are paying. We are paying a little less but not much. T. Letson said it's because of the scenario with another town and that's why the USDA forces this and that's why they pay for it. Anyone getting a significant loan through them must go through this.

Kathy Frechette asked about the laundromat and apartments above. They are commercial. R. Charron explained the old definition; some are Grandfathered. T. Letson said to clarify, it was a change of use and not because it was sold.

- d. Other - T. Letson said we received a \$1.5M grant from DES from their trust fund monies; there needs to be a motion to accept and assign someone to sign. The \$1.5M is the last money out; if we go over budget then we have this to fall back on.

Motion to accept the funds and assign Tammy Letson as the signer by: J. Tierney  
2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

**7. Other Business:** None

**8. Applications/Permits and Warrants:**

a. RWP Abatements (2)

- 1. Precinct - \$228.20
- 2. School - \$557.20

Motion to sign both by: J. Weagle, 2<sup>nd</sup> by: J. Tierney, All in Favor 3-0

b. Non-Resident Transfer Station Permit Application (s) (9)

- 1. Breault Properties LLC – Renewal

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 2. Wayne Glover – New – 256 Brown Rd

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 3. Brett Maddix -

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 4. James R Petty and Heather Gracie

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 5. John Privitera – Renewal

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 6. Marcy S Vantresca, Cynthia Byron – Renewal

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 7. John and Janet McMann – Renewal

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 8. Charles Gary Knudson – New

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

- 9. James and Jennifer Morse – Renewal

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

c. Intent(s) to Cut – (2)

- 1. Cheryl E. Dancause and Rebecca Ellingwood

Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

2. Map 209, Lot 1 – Cloutier Property, Albert & Norman  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

d. Building Permit Applications (6)

1. Roaring Brook Farm, State St.  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0
2. Linda Holmes  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0
3. Steve Dukett  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0
4. James & Claudette St. Laurent  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0
5. Town of Northumberland, 48 Maple St.  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

Beattie needs to give us a price before moving forward.

6. Town of Northumberland, 61 Winter St. demo. J. Weagle explained it was more expensive to hook up the house than to demo. When cleaned up, a neighbor might be interested in the lot. The lot isn't big enough to build on.  
Motion to approve by: J. Weagle, 2<sup>nd</sup> by: J. Tierney, All in Favor 3-0

- e. Yield Tax Warrant – Paid to the Town - \$2,173.51  
Motion to approve by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

**9. Public Comment:**

- K. Frechette heard rumors; she was under the impression that the house across from J. Weagle was condemned. Now she is hearing that he (the owner) can bring it up to code. J. Tierney explained he can't rent it or have any tenants in it. He owns it and can be there. There isn't an RSA that says he can't bring it up to code. The stove needs to be brought up to code. T. Letson said it hasn't been condemned; but is marked for no tenant occupancy – he cannot have tenants. There are a couple of RSA's that say he can live there because he's the owner. Al Rossetto mentioned there is an issue, there are propane tanks in the building. He can live there whenever he wants to but can't have a house sitter.
- Al Rossetto announced there is a Planning Board meeting on Wed May 3, 2023, at 6:00 – we will be working on the Master Plan surveys. We received slightly under a 100. J. Weagle will be putting the results on a spreadsheet.

**10. Announcements:**

- a. May 6<sup>th</sup> – 8:45 am – Groveton Youth Baseball & Softball Opening Day

- 11. Next Board Meeting Date:** Monday, May 15<sup>th</sup>, 2023, at 6:00 pm – J. Tierney will be Chairman, B. Caron will attend by phone.

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

Motion to go into Non-Public Session by: J. Tierney  
2<sup>nd</sup> by: J. Weagle  
Roll Call – B. Caron – Yes; J. Weagle – Yes; J. Tierney - Yes

Into Non-Public Session at 7:35 pm

Non-Public Session adjourned at: 9:53 pm

Into Regular Session at: 9:53 pm

Motion to "Seal" the minutes of the Non-Public Session section a until resolved by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0  
Roll Call – B. Caron – Yes; J. Weagle – Yes; J. Tierney – Yes

Motion to "Seal" the minutes of the Non-Public Session section b until resolved by: J. Tierney, 2<sup>nd</sup> by: J. Weagle, All in Favor 3-0  
Roll Call – B. Caron – Yes; J. Weagle – Yes; J. Tierney – Yes

No further business was discussed.

**13. Adjournment:**

Motion to adjourn by: J. Tierney  
2<sup>nd</sup> by: J. Weagle, All in Favor 3-0

Meeting adjourned at: 9:56 pm