



Town of
Northumberland
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Town of Northumberland
Board of Selectmen
Meeting Notice and Proposed Agenda*
Date: Monday, November 6, 2023
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.

Board Members present: Jim Tierney, Jim Weagle, Bill Caron
Others present: Glenn Cassady, Tammy Letson, Kathy Frechette, Al Rossetto, Andre Brasseur, Judy Fox, Norm Cotter, Pete Marshall, Reggie & Terri Charron, Judy Fox, Chris Caron, Elizabeth Ball, Melinda Kennett, Amanda Anderson, Rick Archer, Sean Durkin, 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 October 16, 2023 minutes by: J. Weagle
2nd by: J. Tierney, All in Favor 3-0

The Board will sign tomorrow (11/07) in the office.

3. Department Head Business: Highway and Water/Sewer

Highway – Glenn Cassady, Road Agent

Finished the shoulder work, put gravel down and compacted.

Winterization at the pool has been checked and is all set.

Started putting the plow trucks together and the sanders. The plow equipment is ready, the sidewalk plow and sander has been serviced and are ready to go.

Reid and Randy went through all 3 mowers, changed the oil, put in gas stabilizer, and sharpened the blades; they have been put into winter storage.

Worked with Cameron Seal Coating a week ago on finishing other repairs we've had. We had one near Old Village Rd next to the DeBlois property on Roue 3. They came in and hot topped that end, what they had left was used for pot holes. They donated the paint and painted the handicapped parking spot in front of the restaurant. Tammy commented, when Patience worked on it, she measured it and could only do one spot. Glenn said there will be more room when Eversource takes the pole down. He won't be able to put the sign right in front of the restaurant; when the pole is removed he will have the sign put in.

Glenn thought we had a good turnout for the Hunter Moon celebration. They cleaned up on Tuesday, picked up the pallets, ash pile and trash cans.

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The cemetery has been closed up, the trash that was put out will be picked up. Before snow comes, he will be taking sand and gravel to the storage area for Page Hill.

We will be taking the veteran banners down next week and will put up the Xmas banners at the same time. Hopefully there aren't any complaints.

Usually by September / October we have the wood stove going in the Town garage, but we haven't been running it. The oil furnace has been coming on some. We haven't had the cold weather and drafts to run the stove; we insulated two years ago which is helping.

If it doesn't turn cold, we will find enough to do.

J. Weagle asked Glenn about the Veterans celebration coming up on Wednesday and blocking some of the parking area. If Glenn could put the signs up Jim W. will pick up after the celebration. Not sure if the High School is having any kind of program for Veterans Day.

Salt – the price went down some; Glenn said he could probably fit another load in the shed.

Water/Sewer – Reggie Charon, Water/Sewer Supervisor

We had a water issue near Dana DeBlois in Northumberland. The lateral that comes off the main across the road; there is a tee there for the old house that's there which tee's off from it. The curb was on, and the water was going no were. It's an old, galvanized line; Reggie further discussed the issue. We haven't seen a change in the water usage; we shut it off. If there is any change in the property they would probably need to run a line straight across. It was a 1" line

Daily demand has gone down – 14,000 – 18,000 per day; this is usually our lowest demand period, and we are around 220,000 gallons per day, we are not aware of any leaks but are keeping an eye out.

We finished the borings on the hill, we did 23 more bore holes on First St, Cottage St, and Hillside Ave.

We are still working on the service line connections. They look for galvanized, lead or copper; we are not finding any lead, but there are a few galvanized lines still out there. He needs to get the inventory done.

The hydrants are all winterized, we shut the water off and pulled a water meter at a property on Winter St. It's a mess but we have secured it.

We had a cyber security evaluation on the water system October 17, 2023. It was paid for by DES and EPA. They will have some recommendations coming; Reggie further discussed.

Will get the Ross valve dismantled and will use our variable speeds for pressure reduction. That will happen next week on the 14th, we will take it out and replace with a spool base. Reggie further discussed the process. We are doing away with the Ross valve, which will save us money.

We had a big issue on October 11 – we lost one of the 25 hp motors at the Perras Rd pump Station. The motors are 23 years old. We lost one but due to pricing got 2 new motors on the pumps, one of the older ones will be a backup. The efficiency should go up. We had the pumps within 6 hours and within 6-7 days we had them in. Reggie thanked the crew for all their work. Also thanked Prima America for their assistance. We saved a lot of money on the project. He also thanked Ron Caron for his work, he was right there to help, and we would be lost without him.

Assisted with a sewer lateral problem last week. It looks like the sewer line separated in front of the water line, which was probably caused by frost. It is back up and running.

Beattie's are moving back into Town. They will be here tomorrow to get the lagoons and they will be taking the house on Winter St. down.

Bart has been doing really well, he is probably ready to do weekend checks. He's fitting in very well with everybody, he has a lot of knowledge. Reggie is happy to have him. It's giving Reggie a lot of extra time to get things done. Right now, it's the lead/copper – we need to get done.

We are pretty much ready for winter.

J. Tierney asked about the property on Maple St. that Beattie is going to take down. Reggie said we have been looking at it, Beattie knows it's on the ground. It's a trailer and everything will be taken down and what's left will be cut up and taken care of by us.

S. Durkin asked about the lead lines, is the Town required to replace lines in people's houses. Reggie said EPA has a big deal right now, and in collaboration with NH DES we have to have all of our service lines inventoried. If we find them on the homeowner's side then they will try to get monies available to remediate and change the lines out. They will let the home owners know.

Sean also asked for an update on Guildhall. T. Letson discussed, they did some checking with VT DES, they agree that it's a small project and won't require engineering, they won't have to do a lot of testing. It cuts the cost of the project approximately in half. They are going to move forward with the project. They plan to order a pre-engineered vault and will install it in the spring. This was Reggie's suggestion to wait until spring, he further discussed the project. Tammy said you don't want a temporary waterline sitting out to freeze. Sean asked how the Town is covered in the meantime; Reggie said we are fine, it's on their side. Everyone has their own back flow now, it's Guildhall's issue. He does get concerned about fires though, there might not be enough fire protection.

4. Requested Agenda Matters:

5. Town Administrator Business:

- a. HealthTrust Rates – T. Letson discussed annual open enrollment, they cover our Dental, Life and STD. Our dental will go up 4.7%; STD is up 8.8%; and the Life is going down. These are all small amounts for us. Their Life is based on salary and is going from .13 down to .11. These are actual numbers.

On STD, we have 2 classes; one is for the Town Manger and Dept Heads and the other class is all other employee's. They are both the same, the Town offers the same across the board. Their recommendation and Tammy's is doing away with one of the classes. If the Board agrees, they need to vote to change it.

Motion to change the classes from 2 to 1 by: J. Tierney
2nd by: J. Weagle, All in Favor 3-0

Motion to approve the new rates by: J. Tierney
2nd by: J. Weagle, All in Favor 3-0

M. Kennett asked when open enrollment for medical insurance is. Tammy said it's not until July 1. You can make changes if there is a life changing event. Removing a dependent can be done anytime; adding a dependent requires a life altering event or open enrollment.

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- b. Salt Contract – B. Caron said it's \$97.00 per ton; Tammy noted it's lower than last year. 375 is the minimum that's we've used. Glenn said since we took on Brown Rd the usage has gone up. There is still \$6,000 left, it will probably be used in November/December.

Motion to approve the Salt Contract by: J. Weagle
2nd by: J. Tierney, All in Favor 3-0

- c. Hunter's Moon Thank You – Rick Archer said he couldn't be more pleased with the outcome of the event. It was successful because everyone came together and pitched in. J. Weagle was the DJ; the Fire Dept. and the Community Builders Hub came and was part of it. Hopefully everyone had a great time. We hope to have it again next year. A nice letter was received from Granite Guild expressing thanks for everyone's help. Rick feels we have some wonderful things to bring to the floor for the Towns people.
- d. Property Clean-Up – T. Letson this is for one of the properties that was sent a letter to clean up. Liz Ball said with this property there are a bunch of junk vehicles in the back yard. She feels that something more needs to be done. There are carcasses of cars in the back.

Motion to sign and send letter by: J. Tierney,
2nd by: J. Weagle, All in Favor 3-0

P. Marshall asked about rubbish pick up and people putting it out too early. Northumberland Village on Friday morning is horrible, the crows get into it. Talking to the guy that picks it up, the residents expect him to pick it up. It doesn't get picked up and sits there all weekend. J. Tierney commented that he believes we will have a warrant article concerning one of our ordinances that should address the problem. Tammy said the Health Officer could write it and then it doesn't need to go to Town Meeting. Tierney said lets send it to Town Meeting. The trash mess was further discussed.

- e. January BOS Schedule – T. Letson said when booking the BOS meetings for this room, the first Monday is Jan 01, 2024 is a holiday and the second Monday Jan 15, is a holiday. Primary Day is Jan 23, 2024; M. Kennett said is hasn't been officially set yet, but the Secretary of State has hinted that it would be Jan 23, 2024; J. Tierney and Min further discussed. The BOS meetings in January will be scheduled for Jan 02, 2024 and Jan 16, 2024.

Tammy noted the first December meeting is Dec 5th, and the room will be set up for the election. B. Caron suggested moving it to the 11th and the next one is scheduled for the 18th.

- f. Other –

6. Applications/Permits and Warrants:

- a. Building Permits (5)-

- 1. Map/Lot 102-021; Peter Anderson, Scott Bennett, 196 State St. installing a solar system, fee's paid, AI signed.

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

- 2. Map/Lot 104-061 – Tammy noted the lot # is 061 and not 016. Dumont Real Estate Holdings; replace freezers and coolers, entry doors. J. Tierney noted they didn't need a permit for the equipment.

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

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3. Map/Lot 107-001 – J. Desautels, 50 First St. – replacing windows, siding, electrical, plumbing, new sheet rock, fee paid and a late filing fee.
Motion to approve by: J. Tierney, 2nd by: J. Weagle, All in Favor 3-0
 4. Map/Lot 247-002-004 – Tabled until 11/20, Al said he’s talked to the owner, and we’ve worked through the permit. It will be refiled as a new application.
Motion to table by: J. Tierney, 2nd by: J. Weagle, All in Favor 3-0
 5. Map/Lot 107-114 – Richard Robinson, 14 Odell Park – removing/replacing windows and trim, kitchen, flooring, garage door and roof. Liz said he just bought this property and is doing a complete gut and re-build.
Motion to approve by: J. Tierney, 2nd by: J. Weagle, All in Favor 3-0
- b. Land Use Change Tax – Map/Lot 236-110 – Matthew Boyles and J. Reardan. Taking 3 acres out of current use.
Motion to sign by: J. Tierney, 2nd by: J. Weagle, All in Favor 3-0

7. **Public Comment:

K. Frechette asked if the Transfer Station is open on Friday 11-10. Tammy said she reached out to Paul, and it will be open normal hours on Friday and Saturday.

Amanda Anderson said Thank you for getting the handicap parking spot in.

Amanda said the new water guy and someone else came up to check the lines in her basement. Reggie said it’s just a check for lead lines; she doesn’t have lead. T. Letson said we are required to do an inventory of the entire Town for DES.

M. Kennett asked about a Safety Meeting, which she didn’t know about, and didn’t attend. At the meeting there was discussion about the door lock and doing away with it and also moving her office to the back office. On the security lock, some people have complained about having to wait to get in; generally, they don’t have to wait. She said we used to have a roof over the door. B. Caron said when it was talked about the cost of the roof was enormous. We discussed a while ago and talked about just an awning and not full coverage. J. Weagle said the buzzer wasn’t put in due to Covid, but for other issues that we were having at the time. B. Caron said he’s received a lot of complaints about the buzzer. Min said she tries to explain to people that it’s for safety and she tries not to make anyone wait. There is a roof over the front door. Min would like to revisit putting up a small roof at the back door since its budget season. J. Weagle thought it was approx. \$1,000 when we looked at it before. Min said she probably has notes from the Safety meetings back then. Discussion continue about putting up a small roof.

A. Anderson commented the buzzer, it’s for safety and further discussed. She asked shouldn’t all employee’s be at a Safety training. T. Letson said the Dept of Labor has administrative rules on what is required for a “safety committee”. It must be of equal members of management and employee’s; or more employees than management. Management cannot outnumber the employees, or the meeting needs to be cancelled. They volunteer to fill the positions and the Selectmen then appoint them. The last meeting wasn’t posted (due to error) for the employees; it doesn’t need to be posted to the public. For the last meeting, Reggie was there and had his people there; the Ambulance and PD had representation. All employees are not required to attend, there is no requirement for us to post the meeting or to tell anybody about it except the “Committee” members. Amanda and Tammy further discussed B. Caron said it will be done correctly going forward.

P. Marshall commented that he hasn’t seen anyone get stuck outside the office; he spent 2 hours in there today and he also doesn’t feel the office needs to be rearranged. As a tax payer

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he's opposed to changing it. K. Frechette said the only time that she can recall when we had to be careful was during Covid – otherwise she hasn't had an issue getting in.

8. Announcements:

- a. The office will be closed on Friday, November 10 in observance of Veteran's Day

9. Next Board Meeting Date: Monday, November 20, 2023 – 6 pm

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

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

Into Non Public Session at 7:09 pm

Motion to come out of Non-Public Session by: J. Weagle, 2nd by: J. Tierney

Out of Non-Public Session at 8:17 pm

Into Regular Session at 8:17 pm

Motion to seal "Section a" of the Non-Public session until T. Letson receives further information by: J. Weagle, 2nd by: J. Tierney, All in Favor 3-0
Roll Call: J. Tierney – Yes; B. Caron – Yes; J Weagle – Yes

11. Adjournment:

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

Meeting adjourned at 8:18 pm

Respectfully submitted,

Rebecca St Cy, 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

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