



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: Monday, October 2, 2023

Place: Town Meeting Room – 10 Station Square

Time: 6:00 P.M.

Board members Present: Jim Tierney, Jim Weagle, Bill Caron

Others Present: Tammy Letson, Judy Fox, Al Rossetto, Andre Brasseur, Christine Perras, Robert Perras, Shawn Swallow, Jeremy Monahan, Glenn Cassady, Pete Marshall, Norm Cotter, Kelly Brown, Angie Hall, Luke Shannon, Reggie & Terri Charron, Dustin Supernois, Nancy Merrow, Bill Baxley, Nicole Merriam, Bart Merriam, Melinda Kennett, Courtney McLain, Rebecca St Cyr-Minute Taker

1. **Chairman opens the meeting:** B. Caron opened the meeting at 6:00 pm
2. **Acceptance of Minutes:**

B. Caron said the minutes from the August 21, 2023 meeting for Sullivan were reviewed and there were no changes needed.

Motion to approve the August 21, 2023 minutes by: J. Weagle
2nd by: J. Tierney, All in Favor 3-0

The minutes from the last meeting on September 18, 2023 are done however the Board needs to review. They have not been disbursed. Tabled until the next meeting.

Motion to TABLE the Sept 18, 2023 minutes by: J. Weagle
2nd by: J. Tierney, All in Favor 3-0

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

Highway – Glenn Cassady, Road Agent

We have been very busy in September.

Randy finished the State inspections, including a brake job on one of vehicles.

A couple of veterans banners had to be fixed due to a truck going through that broke them.

Northumberland Village Rd. half of its done. Need to go back to do some final raking and shoulder work. They did an excellent job. After it was ground up, we ditched the culverts for preparation of it.

Participated with pulling a pump in Northumberland last week.

Purchased 12 cord of fire wood, it's been cut, split and is in the shed.

Winter sand pile, we have a little more to put up. Have been doing things in between and taken advantage of the nice days.

The grader is here and working on Page Hill. We are trucking gravel out there as needed. The dirt roads have be all graveled and are ready for winter. Will put the chloride down again and hope there isn't a lot of rain to cause problems.

Need to work on winterization at the pool, rec center, and fix a manhole near NC Shop n Save. Cameron Seal Coating has been coming in off and on over the summer. They have a little more to do. They touch up Brown Rd annually. They do an excellent job; they touch up other streets that have been done and touch up as needed. It's a good investment and maintenance plan.

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J. Monahan commented that Old Village Rd looks great; asked if we will be doing the south end; B Caron said next year we hope. P. Marshall commented on it as well, it's nice and they did a great job.

Water/Sewer – Reggie Charron, Supervisor

2 major water leaks on the Lost Nation system; 09/14 we repaired an old corporation line going to an old barn foundation. On 09/27 a private lateral line on Thompson Rd. an old plastic line that had been repaired a few times. He told the property owners they need to replace the whole line is plastic, and been there since the 70's. It's been broken 3 times in the last 15 years in the same spot within 10' of each other. The Homeowner has looked into it and will probably be replacing soon. He thanked the Highway Dept. for the help on the one with the AC. We were in the ditch line 6-7' deep, we had a big bank to deal with, it was a very wet hole; the ground water was coming out quicker than the leak was coming out. We were losing over 15,000 gallons per day. Lost Nation pumped over 53,000 gallons more than any typical month.

The hill project, Reggie has been busy locating the lines on the 900 linear ft. however he said it's more like 1,600 linear ft. that was missed, which is accurate. They need to get the ledge borings done. He has prints from 2003 with all the borings but we don't have the info because it was a different engineer. Tammy said the engineers tell her that the piping is approx. \$10.00/linear foot. They haven't estimated what the cost increase would be and are hesitant to do so because we don't know what the bids will come in at. Reggie said from Jodi Paradis's on First St. up to Covell's was 1,300 ft. Cottage St. - 165 ft. (left) to the intersection of Graham and from Crow Hill off First to Second St. - 315 ft. We measured that today and took a lot of his time.

EPA has been hammering on the lead / copper issues. He had a zoom meeting with them about it and has a better understanding of what needs to be done. We have to have every house in Groveton, Northumberland and Lost Nation accounted for. Private laterals and main lines. They will come up with a replacement plan for these for 2024. He's approx. 90-95% done with the inventory. When the meters were put in they went into every household and identified what the line is. They are going to be really strict on it.

Bart Merriam is our newest employee, and he had a big day today. He looks forward to working with him, he has a lot of wealth and knowledge. He's going to be a benefit to the Town.

We also have a cyber security survey coming up on October 17th. There are a lot of mandates coming up for us. This is part of the Sanitary Survey.

DES wants to come up next week for a visit the week of 10/09.

We got the cemetery's drained and blown out last week, now we need to winterize the fire hydrants. We have 137 that will need to get done over the next few weeks.

Thank you to Keith and Winston they have been working on reading all the meters for 3rd quarter.

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Sewer:

Glenn and crew helped last week to pull /clean a pump; the trailer parks have been doing well. The 2 new pumps to Marietta Lane have helped. He met with Brookview last week on the grant process. It was a site view on their part, he didn't like what he heard. There are a lot of projects out there right now. They do have the money for the pump station.

Rexford sold out to a young gentleman from Twin Mtn. They do the cleaning at Perras Road pump station and all our septic tanks down there. They took out 90,000 gallons of septage between Perras Rd and the leach field. It's done every year and costs approx. \$5,800, which is budgeted for.

Avery will be coming back for the catch basins. Trying to keep up with the preventative maintenance. The grass is still growing; Reid is doing a good job trying to keep up with it.

4. Requested Agenda Matters:

- a. Kelly Brown – Senior project & Road Toll = Kelly is a mentor for Luke Shannon. He has to do a senior project. Luke thanked the Board for allowing him to speak. His goal is to learn about field repair and maintenance, for the end product he's looking to renovate the soft ball and baseball field at the big ballfield. The fields hold a huge risk for injury due to un-levelness and a lot of games are unplayable with the smallest amount of rain due to drainage issues. He is working with Mike Josselyn who is willing to help us. It will cost approx. \$12,000; Luke isn't looking for the whole amount but is wondering if there is anything that can be donated to help with the cost.

Kelly said we have some money, but we hope to do both fields. There are also other things that we need to have done. Tammy asked if they had talked with the Rec Committee. Kelly said yes, but they really didn't have us any answers.

M. Kennett was asked if this is something York Foundation can help with. Min said yes, she recommended that they come to see her. Kelly said they will need an answer within a few weeks, they hope to have the work done before snow flies. J. Tierney said we meet again in 2 weeks and will hopefully have an answer by then. He also asked them what work will be done. Kelly said they will be leveling them out; there is about a 2' difference. We also thought about cutting some of it and growing the grass back around it. Tammy said she recommended having the contractor meet with Glenn Cassady to review. Depending on what's done or how it's done, we might be able to help with equipment, manpower to save costs.

Min said they can get in touch with her as well.

Motion to allow them to do the drainage and other improvements to the big ballfield in coordination with Glenn Cassady by: J. Weagle,

Tammy asked if the Rec Commission has say over the fields or does the Board have say. J. Weagle said we own the fields, which was looked up previously.

2nd by: J. Tierney, All in Favor 3-0

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Road Toll – April 8 was denied; Kelly asked about the 6th or 7th. J. Weagle said they are talking about the traffic pattern; 2 lanes going north and 1 coming south. That was at early talks with the Eclipse Coordinator. T. Letson said the last she heard it was a recommendation for 2 lanes north and 2 south – by VT or Route 16. She’s not sure if District #1 has weighed on that yet. Andre can check into it and report back. The road toll will be 9:00 am – 1:00 pm. Tammy suggested finding out what there are for events going on up north that people might be in a hurry for. J. Tierney said Saturday should be ok and we could put a cop at both ends of Church St.

Motion to approve April 6, 2024 for the Road Toll by: J. Tierney
2nd by: J. Weagle, All in Favor 3-0

- b. Dustin Supernois – Town owned property – He recently bought a house on Crow Hill, there is a small triangle of land that abuts his property that the Town owns. He would like to see about purchasing it. J. Weagle said we would have to check about putting out for bid or just selling it. We’ve owned it long enough so there isn’t any conveyance on it. J. Tierney said we would probably need to put it out to bid or check with the other abutters. Dustin said there is one abutter that has had a camper on the property for years. He had also contacted the recent owner because there is a rock wall on the lot. It’s located next to Doug Foggs. The Board will check into it and get back to him.
- c. Representative Election discussion – Troy Merner, District 1 Rep. has resigned; right now, with his and Bill Hatches resignation, we are down 2 reps in the North Country. We need them for some representation at the State house. J. Tierney recommended that we contact the Governor and Council to request a special election.

Motion to request Governor and Council to grant us a special election for a State Rep seat by: J. Tierney
2nd by: J. Weagle, All in Favor 3-0

Min said they will give us a date; there has to be a primary and a general election. If there is only one person that signs up; the primary can turn into the general. She has already contacted the Secretary of State, Jim T. was with her. Elections are expensive, there is a possibility that it could be during the Presidential Primary which could be in January. Further discussed the process. We have until March 15th it could be done during the Town election in March as well.

Min we will be having a special Town meeting in December for the Precinct – December 20th. There will also be a special School meeting next week.

5. Town Administrator Business:

- a. T. Letson didn’t have any new business.

Tammy said we have a new employee that started today. Nicole Merriam. Welcome aboard. Niki and her husband Bart Merriam are both originally from Town.

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6. Applications/Permits and Warrants:

- a. Non-resident transfer station permit – Yvonne Rossi and Andrew McClansen (sp)

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

- b. Building Permit – Map/Lot 240-019 – Swallow – Sean Swallow said it has nothing to do with the business which is going to the Zoning Board on 10/03. T. Letson said if it's the business that's rumored to be going in there, DES needs to be notified that it's near the river. Sean Swallow said it's a tire business and not an automotive business. It's not located next to the river. Tammy said there was a concern about the sign not meeting the zoning regulations. Tammy said she was told the cement has already been poured. B. Caron said it's a change of footprint and it wasn't processed at the last meeting because it missed the deadline for that meeting. Caron said he would overlook the concrete portion now. J. Weagle and J. Tierney reviewed the permit.

Motion to sign by: J. Tierney,

2nd by: J. Weagle

The Zoning Board will be meeting with them on 10/3. Bob Perras – talked about having a commercial business that abuts him; the lot is zone residential. Now there is a commercial garage going up and a business. The rules weren't followed to get to this point. Across the street is the building that Currier originally put in; Big Bear Storage (Webster) is also close by. It's all zoned residential. He pays for taxes, doesn't have Town water or sewer, but has garbage p/u. The land values seem to be getting hit, who's going to want to buy a house that's sitting in front of 5 businesses. B. Caron said S. Swallow will be meeting with the Zoning Board on 10/03. C. Perras said she doesn't remember seeing a letter for the original business that he put in. He has a nice business there now and with the additional business we are concerned about noise.

Tonight, it's strictly for the building permit for an addition on the shop. B. Perras said in years past, everybody wants tax dollars and thought this meeting would address that.

B. Caron explained that as the value of the property increases the rate should drop. Al Rossetto checked the setbacks and there are no issues with the building.

All in Favor 3-0

7. **Public Comment:

- a. T. Charron said there is a Cemetery Trustee meeting on 10/17 at 6:00 pm over at the conference room.

There is a special Precinct Meeting on December 20th at 6:00 pm, the Supervisors on the Checklist will be meeting on December 11th – 9:00 am – 9:30 am.

- b. C. McLain commented that she was biking with her small children (4 & 3) this morning. There is a slight hill on the sidewalk in front of the house next to the elementary school.

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The sidewalks are in disrepair. She didn't want her small children riding in the street, so she had them on the sidewalk. Someone yelled at her to get the bikes off the fxxxxx sidewalks. She doesn't want to be harassed when she takes her children out. When the sidewalks are repaired; there needs to be a plan going forward for repairs. T. Letson asked if she is talking about the bank side of the street, Courtney said yes. B. Caron talked about putting some cold patch down in that area, Glenn said it would get scrapped off. Glenn said we came up on that side a bit with the paving that was recently done. J. Weagle said maybe it's time to start putting money into a fund yearly for sidewalks.

8. Announcements:

- a. Zoning Board Meeting on Tuesday, October 3 at 6pm at the meeting room
- b. Planning Board Meeting on Wednesday, October 4 at 6pm at the meeting room
- c. The Supervisors of the Checklist will be holding a session Friday, Oct 6 from 7:00 pm – 7:30 pm at the Town Offices at 19 Main St.
- d. The Town Offices will be closed on Monday, October 9, 2023 in observance of Columbus Day.

9. **Next Board Meeting Date:** Monday, October 16, 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; J. Weagle – Yes, B. Caron – Yes

Into Non-Public Session at: 7:02 pm

Motion to come out of Non-Public Sessin by: J. Tierney
 2nd by: J. Weagle, All in Favor 3-0

Out of Non-Public Session at 8:18 pm

Into Regular Session at 8:18 pm

Motion to Seal the minutes for section's a & b of the Non-Public session until the matter is resolved by: J. Tierney, 2nd by: J. Weagle, All in Favor 3-0
 Roll Call: J. Tierney – Yes; J. Weagle – Yes, B. Caron – Yes

J. Tierney - that budget season is upon us; we have to come up with a schedule for when everything needs to be done for Town Meeting. We will probably need to have a public hearing in January or early February. T. Letson said with the current Board, we could do it the same as last year and have the meetings during the day instead of at night time. The minutes will be a summary of the meetings and not line by line documentation.

J. Tierney recommended setting up a calendar; Tammy said she has passed the budget out and the next Dept Head meeting is 10/26. They are supposed to have the budgets to her, but they will come to the table for capital items and let them have a say in the cost of the capital items. J. Weagle said we need to remember to add a section for the Fire Dept. J. Tierney said

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there used to be a line for the Fire Dept. in the budget. J. Weagle commented that it used to be listed on the budget because the Town voted on it. Tammy said for any NH town; to help with the set-up, 90% of the time when the software went out it was with chart of accounts, the Board further discussed.

J. Weagle reminded that we can't forget about April 8. Tammy said an email was sent to Jamie Dow re: what are their thoughts with a warrant article specifically for the eclipse and having DRA disallow what we don't use. J. Weagle asked if they won't disallow it, can a caveat be added to use any money that isn't used for another funds. Tammy - DRA wants a specific amount to put into another fund. J. Tierney discussed the reserved fund balance. Tammy wondered if DRA would allow to have the warrant article say that we raise it for the eclipse, this money can't be used for any other purpose. She further discussed.

The meetings should be started by mid-November. J. Tierney won't be available Nov 22 - Dec 1. The start time will be 9:00 am. Tammy will plan the schedule.

T. Letson asked the Board to think about wage increases; should it be an across the board COLA %; or individual raises. What range if a percentage? Look at what the Feds are setting; what others are doing - unions, NH Municipalities; further discussed COLA ranges. Last year they got 8% and the Library was 10%. For planning purposes, we can start with a range of 3% - 6%., Tammy can start with 6% and adjust from there. J. Tierney said we don't have the supervisors doing APR's or OPR's, so we can't do merit raises and further discussed. Tammy will discuss ranking the employee's with the Dept Heads. She has given 4 of the Dept Heads their budgets; Andre - she has discussed with him, but he needs to come in. Discussed the budget forms, CRF's, and grants.

11. Adjournment:

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

Meeting adjourned at 8:46 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