

Town of Northumberland

Board of Selectmen

Draft Meeting Minutes

Date: Tuesday, September 1, 2020

Place: Town Meeting Room – 10 Station Square

Time: 6:00 P.M.

During the meeting "social distancing" will be practiced and wearing of masks is strongly encouraged

Select Board members present: Michael Phillips, Chairman, Jim Weagle, Chris Wheelock.

Others present: Ryan Shannon, Norman Cotter, Glenn Cassady, Reggie Charron, Officer Mattson

- 1. Chairman opens the meeting:** Michael opens the meeting and asks for a motion to accept minutes from August 17, 2020 minutes.
- 2. Acceptance of Minutes:** Jim makes a motion to accept August 17, 2020 minutes, Chris seconds, all in favor, 3-0.
- 3. Selectmen Business:**

a. Department Head Business: Highway and Water/Sewer

Glenn opens with commending Randy and Cody for handling all the vendors that came in while he was on vacation. Items tackled: paving is done, cracks sealed and coated, Post Office parking lot looks good and next year may do around the Town Building. All trailers are removed and moved to Transfer Station with aid in traffic control by the Police Department, just a couple of sheds remain. Mowing of roadsides will begin later this week. Since it is getting a little quieter, the Highway Department can get to fall projects like mowing, coal patching and moving loom to ballfield for fill where necessary.

Discussion of whose responsibility to maintain and mark sports fields. Chris says it is not the responsibility of the Town but of the School. Loom will only be transported, not spread out.

Chris compliments Glenn on the condition of Brown Road.

Glenn continues: Guard rails have been moved by the State, however, the plow will have to go over center line to plow, already a narrow spot. Curious of whether there have been any bids for the Salt Shed construction.

Michael is curious if there is any way to cut costs.

Discussion by Chris as to pre-buying building materials, putting down a deposit. This would insure the money is spent toward materials and the materials would be bought at the lowest prices throughout the winter and Spring. Jim agrees that this would be a good idea. Michael makes a motion to pre-buy building materials, Jim seconds, Chris recuses himself, all in favor, 2-0.

Brief discussion on salt and sand mixture causing the ground of the Salt Shed to say thawed all winter, so some paving should be done to insure that does not happen and a hard pack forms. Concerns of price to be firmed up, hope it is closer to \$10,000 than \$20,000.

Michael goes back to pre-buy and would like to put a number in that motion. Chris also mentions that if materials are bought right, there could even be a refund.

Michael makes motion to put \$50,000 limit on pre-buy, Jim seconds, Chris recuses himself, all in favor, 2-0.

Ryan Shannon asks if plastic tarps would be cheaper.

Glenn: may be cheaper, but not long lasting, especially with winds. Additional: Grader is coming.

Chris, last thing for Glenn. School has a lot going on and using the ball field as a parking lot. People don't want to walk. View on Jersey Barrier in place to prevent parking. Maybe a sign and leave to PD to ticket if offenders. Glenn: major area for dumping snow. Took a phone call to the Superintendent to announce to people not to park on the field.

Reggie: busy, swamped with DOT, guard rails, environmental firms. Environmental wants to put more holes by Batches, 15' deep holes. Water and Sewer work on Maple and West streets, as well as Lancaster Road for sewer work. Lots of projects, and constant monitoring of water tank until parts came in, all straightened out, waiting for new well pump, hopefully done by fall. With pool closed up we are now back to daily demand of 190,000 gallons or less per day. Water failure at Ocean State Job Lot and one other. Had to dig a manhole issue, caused \$2-\$3,000. Had to clean out Harris Rd tanks, all grease. Glenn; Younger generation is not mindful of not putting cooking grease down the sewer. More and more grease. Reggie, overall the system is good. New guard rails on Brown Rd were planned to be on water line, had to redo, was planned ahead not to be on water line.

Glenn asks Board if Mr. Beaton could take some windows and siding from the trailer up there. Chris mentions liability, wants us to hand him material. Beaton to sign a waiver. Discussion of process to remove. Chris makes a motion to let Mr. Beaton take materials from camper at the Transfer station with a signed waiver. Michael seconds, Jim abstains. Motion passes 2-0.

Removal of the Town owned shed. Select Board in favor of having Paul(??) remove the 2nd shed for free as long as he signs a waiver. Chris makes motion to let Paul(??) remove the shed with a signed waiver, Jim seconds, all in favor, 3-0.

Discussion of pavement request by Paul Perras. The Town raised the road edge several years ago and Paul requests the Town raise it or he may, a safety issue. Not something that was budgeted but should be only \$500 to \$700 to fix, can be taken out of operating budget. Jim makes motion to fix out of operating budget, Chris seconds, all in favor, 3-0.

b. Discussion of high school drop off – continued discussion between Board and Officer Mattson on best solution to school drop-offs. Officer Mattson says there is a lot of parking where there should not be. Chris says the reason is because of all the school staff for 4 schools are meeting. There was talk of painting 27 spots for 27 parking permits, which would be fine, but it would have to be monitored for illegal parking. The preliminary solution may be one-way traffic around the school. This will be new to people and there will be a learning curve to get used to it. Drop off problem still present, students/personnel do not want to walk a small distance. Elementary is different, younger children more prone to hazards. Suggestions welcome. Michael asks for a motion on drop off. More discussion on original 2 options, using private property for 1 way and parking, or temporary passage over ball field. Chris makes motion to continue with one-way drop-off, and to give it an honest chance to work, if it does not work the Board will be looking in to other solutions. Jim seconds, all in favor, 3-0. Further

discussion on options.

Officer Mattson brings up the use of Mechanic Street, Michael says not Mechanic Street, different location, speaking of Millyard. Discussion of use of Chapman's area temporarily with crossing guard and painted lines as a temporary solution to the Elementary School. Chapman did mention there was a culvert there to be aware of. Jim mentions that there may be the need to obtain a driveway permit from the State. Other items to consider are the insurance costs, liability to the Town and location of the crossing. No cost for insurance. If Chapman is fine with this, Michael is fine with it. Jim asks who will pay for this, the PD? Chris makes motion to adopt Officer Mattson's option for Elementary School using lower Millyard. Painting and crosswalk guards, paid thru the Police Project. Chris mentions that it may be reimbursed thru the Police Dept., Covid fund. School hours for operation of passage are 7:30am to 8:05am and 2:40pm to 3:00pm. Jim mentions that crossing guards have to be available 15 minutes before school opens and that release is 2:35pm. Michael all bases are covered, is there a second for the lower Millyard passing? Jim seconds, all in favor, 3-0. Officer Mattson will have to catch up with Robin. Glenn expresses concern over getting paint done before next Tuesday.

- c. Discussion of PDIP funds transfer to water/sewer short lived asset CRF
5-year fund total \$96,165 to be moved to short term asset fund. Becky and Robin wanted 2 things. One to announce and an approval of setting up the short term asset fund. Jim makes motion to transfer funds to short term asset fund, Chris seconds, all in favor, 3-0.
- d. Discussion of filling of Board vacancy and letter of interest received – Discussion of letter of interest from Lise Howson. More letters welcome. Becky wants an official letter for the position. Chris to remain available as needed. Available until end of September. Jim mentions that the position should be put on social media.
- e. Acknowledgment of receipt of Library alternate trustee resignation – resignation of Sally Frizzell. Theresa Cormier to fill in position until end of the term. Jim makes motion to accept Theresa Cormier to fill the position of Library alternate trustee until end of term. Chris seconds, all in favor, 3-0.

4. Applications/Permits and Warrants:

- a. Building Permit Application

Brad & Julie Erickson recently purchased Richard & Tracy Dupuis' house and an adjacent 288 acre parcel and have put in an application to build a two-story 36 X 72 horse and livestock barn about 30 ft back from their circular driveway, stick-built with shingled roof. Josh Philips is the contractor/builder. And there will be electricity and she plans to have Fred Rainville do that. It's zoned agricultural and there is plenty of setback if it has running water, they have their own well. Al has already signed. Motion by Jim to approve, seconded by Chris, all in favor, 3-0.

- b. Yield Tax Warrant

5. Public Matters To Be Addressed By The Board:

- a. The request to extend the due date of the MS-1 has been approved to September 30th awaiting the updates from the utilities.
- b. Holiday announcement: Town offices closed Monday Sept. 7 for Labor Day
Town Clerk/Tax office open Sept 7 to receive any last minute ballots.

Town Clerk/Tax office closed Sept 8 for election.

Town Clerk/Tax office closed Wed., Sept 9 for recording purposes to meet state requirements for recording of votes.

- c. Michael reads that Robin would like permission to submit an application for a grant to site a new well. Horizons Engineering has helped in this grant structure. Also, Robin would like to be the signer of the grant. Jim makes motion to approve submittal of grant and to make Robin Irving the signer, Chris seconds, all in favor, 3-0.
- d. ??? how will election work with masks? Jim says wear a mask inside, we will meet you outside without a mask. This is questioned. Check with Min to find out how it will work.

6. Non-Public Session: (Pursuant to RSA'S 91-A:3,II (c)): None

7. Adjournment: Michael asks for a motion to adjourn. Motion by Jim to adjourn at 7:14 pm, Chris seconds, all in favor 3-0.

Next meeting, Sept. 14, 2020

Respectfully submitted,

Pam Kathan
Select Board Minute Taker

Minutes approved by Select Board Members on _____

X

Jim Weagle
Northumberland Select Board Member

X

Michael Phillips
Northumberland Select Board Chair

X

Chris Wheelock
Northumberland Select Board Member