

Town of Northumberland

Board of Selectmen

Meeting Minutes (Draft)

Date: Monday, October 5th, 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, Chair and Jim Weagle, member.

Others present: Nancy Mellow, Al Rossetto, Lise Howson, Kim Howson, Pete Marshall, Jim Tierney, Reginald, Glenn Cassady

1. Chairman opens the meeting: Michael asks for a motion to approve minutes of September 21, 2020 meeting.

2. Acceptance of Minutes: Jim makes motion to accept minutes from meeting of September 21, 2020, Michael seconds, all in favor, 2-0.

3. Selectmen Business:

a. Department Head Business: Highway and Water/Sewer

Glenn: Been busy with multiple jobs, pot hole filling, mowing, retaining wall bid for new salt shed. Moved onto small paving jobs, winterizing the pool, working with Reg on water leaks, Randy has been busy with state inspections on all vehicles and many odd jobs.

Reggie: Have been winterizing, cemeteries all blown out, fixed 2 leaks, saved another million gallons of pumped water. 130,000 in pumped water savings per month. Fixing curbs, water for camps shut on and off, the new Scada system upgrade is ongoing. Looking at a DES conference call soon on more money. Third quarter meter reads are done and billed out. Still removing old meters. The Marshall water pit is done. Norm Cotter did all the digging.

Had to shut down the Sewer Plant because of less water, more efficient.

Michael: what do you mean by shutting down the Sewer plant?

Reggie: There is less water coming in, no rain the pond gets lower and that is ok. Less discharge, business as usual. Need to budget mowing as mower guy gave his 2 weeks notice, the Leach field grows a lot of grass.

Glenn: Couple of things to add, Tim Brown, Lancaster Road Agent, called and wants us to make an offer on plow setup from a wrecked snow plow truck. Will look at the plow. Crunching numbers to see if the liquid chloride tank can be purchased is within budget.

Michael: have questions regarding drought and sewer plant.

Reggie: we monitor the well every day. It takes us 5 to 6 hours per day to refill, less than before which was 8 to 10 hours. With all the work on the system it is much more efficient.

b. Review/discussion/appointment of Board of Selectmen vacancy

Michael: received 3 letters of intent for the Select Board vacancy: 1 Lise Howson, 2 William Caron and 3 Ryan Shannon. All 3 candidates are worthy and have experience. Will go thru each candidate by order of letter received and will vote on.

Lise has commercial banking background which would be helpful. Make a motion to appoint Lise for the 6 month vacancy to Select Board.

Jim votes "no".

Michael: #2 William Caron. William has grown up here and his goal would be to make this a happier community. All 3 candidates had the ability to listen, learn, communicate and consider all sides. Make motion to appoint William Caron to fill the vacancy.

Jim seconds the motion, all in favor of William Caron being the 5 to 6 month fill in Select Board member, 2-0.

Michael: late January anyone can sign up for the 2 year and 3 year terms that will be coming up.

Selectmen sign the appointment and Min swill swear in William Caron.

Michael: Thank you to all 3 candidates.

c. Discussion of correspondence and cease and desist issued by Bldg. Permit Facilitator

Property owner did not get a building permit and started building closer than the 20 foot setback. A variance is needed from the Zoning Board. The abutting neighbor is not happy with this person. Jim has since received a variance request. Construction is ongoing even with a Cease and Desist issued by the Building Permit Facilitator. Select Board must decide on a fine, \$250 for not getting a permit or \$100 per day.

Reg Case and Dorothy Lambert speak: She is a rude woman. If she had come to see me and talk this over it would have been nice. When asked if she needed a building permit, she said no, nor did she need a variance, very nasty.

Reg: is she above the law?

Michael: No she is not above the law.

Jim: she has to go to the Zoning Board.

Al: She did know she had to get a permit but said she was too busy.

Jim: she should do the \$100/day.

Michael: and \$250 for not getting a building permit.

Jim: Motion to enforce \$250 for not getting a permit and \$100/day from date of Cease and Desist Order.

Michael seconds, all in favor, 2-0.

d. Discussion of estimate received for loading dock concrete work

Michael: this was not in the salt shed estimate. I understand the need but where from the budget will it come?

Glenn: thought could pull from the building fund, but have money to cover.

Michael: no bids have been received for Salt Shed construction, not sure what's going on.

Jim: we could advertise in the Manchester Union and larger papers in Maine and Vermont.

Michael: \$5,473 estimate, good to cover in budget

Jim: Motion to let Glenn do the concrete work. Michael seconds, all in favor, 2-0.

e. Continued discussion of future building plan scenarios/vote from CRF with contingency

Michael: Robin and Becky have both expressed that we need to keep more documentation for EMS, ads are out for proposals. One proposal received from REI. We have put \$10,000 in Municipal Building Fund for 4 years, \$29,500 will cover. I make a motion to use up to \$40,000 for program manager.

Jim: I would make a motion to spend up to \$35,000 for program manager. Michael seconds, all in favor, 2-0.

- f. Review/discussion/award of any bids received for Salt Shed RFP
None received, no discussion.
- g. Appointment of School Care employer membership council rep
Jim: Motion to appoint Becky as employer rep, Michael seconds, all in favor, 2-0.
- h. Discussion/vote regarding President's Emergency employee tax deferral memorandum
Jim: Motion to not go with tax deferral. Michael seconds, all in favor, 3-0.
- i. Response to request from SAU regarding CARES Act funding
Michael: receipt of money for Cares Act now on record. School sent a letter requesting Covid money to come from the Town. Letter says that we must respond in writing if we do not allow access to that money.
Jim: the funds are depleted
Michael and Jim to notify the school.

4. Applications/Permits and Warrants:

- a. Abatement- (2-utility)
Linda Guyette - \$189.55 for sewer
Jim makes motion to authorize abatement, Michael seconds, all in favor, 2-0.
Marshall asks for last abatement for overcharge for \$29.60.
Jim makes motion to authorize abatement, Michael seconds, all in favor, 2-0.
- b. Building Permit Application
 - 1. Gordon Gray, owner Mark St. Pierre.- 317 Brown Rd. - Adding a 6 X 28 open farmer's porch on the front of the house, wood frame with metal roof with colonial posts and balusters. Work to be done by occupant. Permit signed, fee paid.
Jim makes motion to approve, Michael seconds, all in favor, 3-0.
 - 2. Lawrence & Elaine Gray - 368 Brown Rd. - Demolition of small metal garden shed.
Fee paid, need Al's signature.
Jim makes motion to approve, Michael seconds, all in favor, 2-0.
- c. Meeting Room Use Application
Application from Jennifer Lambert of the Groveton High School Booster Club for use originally on Nov 4 and Dec 2 but those are conflicting dates.
Jim: they are working with Becky on new date.
Jim makes motion to allow use when dates are not conflicting, Michael seconds, all in favor, 2-0.

5. Non Resident Transfer Station Permit Renewal

- James Petty of Lost Nation Road
Jim makes motion to accept renewal, Michael seconds, all in favor, 2-0.

6. Public Matters To Be Addressed By The Board:

- a. Holiday Announcement

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

8. Adjournment: Michael asks for motion to adjourn.

Jim makes motion to adjourn, Michael seconds, all in favor, 2-0. Adjournment at 6:37pm.

Next meeting, October 19, 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

****The deadline for agenda items is noon on the Friday before the scheduled meeting.
(Effective 7/11/05) by majority vote of the Board of Selectmen.***

*****The agenda is subject to change.***

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