

**Town of Northumberland
Board of Selectmen
Meeting Minutes
Date: Monday, January 4th, 2016
Place: Town Meeting Room – 10 Station Sq.
Time: 6:00 P.M.**

Board members present: Michael Phillips, Jim Tierney, Jim Weagle
Others present: Glenn Cassady, Randy Potter, Jonathan Woodworth, Reggie Charron, Terri Charron, Addison Hall, Karen Grant, Robin Irving, Jessica Riendeau, Al Rossetto, Sean Rodden, Melissa Rodden, Diane Rodden, Kaitlyn Rodden, Jessica Williams, Chris Williams, Rebecca St. Cyr - Recorder

1. Chairman opens the business meeting:

J. Weagle opened the meeting at 6:00 pm

2. Acceptance of Minutes:

Motion to accept the December 21, 2015 minutes by: J. Tierney
2nd by: J. Weagle, All in Favor 3-0

R. Charron asked why items are discussed after Non-Public when there is no one here. J. Tierney addressed, it was still a public meeting. He forgot to tell the other Board members about a budget discussion that he had with Charron. R. Charron said he was approached by someone with a question and he wasn't here during the discussion.

3. Selectmen Business:

a. Dept. Head Business – Highway and Water Sewer

Reggie Charron – Water / Sewer

CMA gave us an update today. R. Irving said there was an error in reading the plans for the piping under the bridge. CMA clearly had it written as 7" ID, but it wasn't quoted at that, so now we have a higher quote. The contractor's original bid expired in August, 2015, but he wants to keep the job. He is considering withdrawing due to the escalating cost. With that the driller would go also, we are hoping that P & R will stay with it. Irving said we are looking at different options. The bigger diameter pipe and drilling cost is estimated to be \$35,000 more. Not sure who did the miss read, EJP was here with P & R when it was being discussed. She's not sure if either contractor will absorb the cost. Her biggest concern is that we will lose the \$278,000 grant money intended for this project. R. Charron said the line is still leaking at a different joint which is in the middle of the bridge; it's the only one that hasn't been reinforced. R. Irving said we are hoping to get the revised bid back later this week. J. Tierney suggested contacting the Trails Bureau to see if they have any grants available that would help with the project cost to get the trail opened. If the \$20,000 for Guildhall isn't used, it could be put towards it.

Mill update – last week they got to the far end near the warehouse, they are waiting on the hydrants and the sewer is done. They are probably 90% done. R. Charron hasn't seen anyone to ask about the progress. The line that had water in it is possibly from an old fire line.

M. Phillips asked if they have been putting T's in along the way for any potential business that comes in. Charron said the engineering firm designed it the way they wanted it and we can't dictate how it's done. There have been a lot of issues just getting them to put in what will be needed. R. Irving said the plans called for 3, when they do the second phase

the plan is for more. M. Phillips commented the system will be gifted to the Town, by them not putting anticipating what will be needed, will it result in extra cost to the Town. Charron said companies will have to make their own connection.

He has been working on year end reports, the Groveton Water System, with the cost savings accomplished on Crow Hill approx. 893,203 gallons per month are being saved. We are down 10,718,000 gallons this year compared to last year. With the collaboration of all the departments, we got a lot done this past summer. The report was just received today, so now he can figure out the money that's being saved, but didn't have the figure for this meeting.

Lost Nation with the water audits, last year we were at 4,600,000 gallons. With the last leak that was found - if we maintain, next year it will be 1,400,000 gallons. We still have some issues to address, but we are down to a more comparable # that the State likes to see. We are still higher than the average of 200 gallons per day / household of 4.

Glenn Cassady – Highway

With the nice weather, have been able to work on the back roads, ditching, cleaning brush, etc. Moved on to housekeeping around the shop, cleaning and organizing, etc. The weather has been to our advantage to catch up.

Randy Potter has been through the fleet doing some undercoating, repairs and itemized other repairs that are needed. They like the new bucket loader it handles well, is faster and more efficient.

Cassady dealt with a complaint from a couple of residents on the hill.

R. Irving asked if he's had any issues with the winter parking ordinance. The only issue that he sees is parking around the Town office. It is considered a municipal parking lot. Irving reviewed the ordinance and how it's worded. The verbiage might need to be changed. The ordinance doesn't go to the next step – corrective actions re: fines, towing, etc.

b. Discussion Police Dept. available position –

Jonathan Woodworth gave his notice at the last meeting; we have a full-time position open. J. Tierney said there are rumors regarding the PD and some action planned for Town Meeting. He asked if it's better to wait until Town Meeting to see what happens. A. Hall asked if all the officers are certified; J. Tierney said there is one that isn't. One is out on disability (STD).

M. Phillips feels that we should hold off on advertising the position until the PD budget is discussed. They will cover the position with the manpower they have and with the part-time officers in the meantime.

J. Woodworth said rumor has it that the officer out on disability has another full time job. J. Tierney said the Board hasn't been notified the officer has resigned or that she has another full-time job. Discussion ensued regarding issues with earned time – it's not earned on STD.

Sean Rodden asked if we lose another officer, does it make sense to post the position. J. Tierney said if other things change, it would be addressed. M. Phillips wants to see what we can afford before making a decision. J. Woodworth asked what he means by that. Phillips reviewed the budgeted amounts, how it affects the tax rate and coverage – full

time vs part-time. Woodworth said right now we have one full time certified officer, one part time officer working full time and one out on STD. He feels this Town needs a PD.

J. Weagle reviewed the earned time, they have to be working to accrue.

Phillips – there are a lot of variables to look at.

c. Discussion 12 York St. property –

J. Weagle said the resident wants to be able to get her personal belongings out of the property. She can get in to get the belongings and will need to make an appointment with the Highway Dept. to get in. When she's finished, they will lock it back up. When it's been emptied it will be put out for bid. Cassidy said this is a fully furnished home that's full. A deadline will be set; the Board recommended her giving us 3 specific days within the next 30 days. It will need to be during normal business hours.

d. Intervenor Filing-Gardner, Fulton & Waugh joint filing and cost share -

R. Irving said the Board already voted to file the intervenor petition. Gardner Fulton & Waugh is collaborating a number of different towns. If we decide to join them, the total expense (at this time) is approx. \$10,000. The deadline is Feb 3. If on intervenor status, they must respond to any questions being asked. M. Phillips asked what are the advantages of joining this. R. Irving said a lawyer isn't required, but she won't because it could jeopardize her VT Bar status. J. Tierney suggested waiting until the 18th and speak with Ed Mellet, Conservation Commission to see if they are interested in putting up some funds to pay for this. Will discuss at the 1/18 meeting.

e. Review / Award of Town Report Printing Quotes -

Received 3 quotes:

Smith and Town – \$2,050

Town & Country – \$3,760 - Plus delivery charge - \$180.

Dave West, Liebl Printing - \$2,398.77

Smith and Town did it last year at a cost of \$1,600+.

Motion to accept the bid from Smith & Town by: J. Tierney

2nd by: M. Phillips, All in Favor 3-0

f. Guildhall Letter: Re: discussion of agreement -

This was discussed at the last meeting. Guildhall is concerned about getting billed all at once; they would like to see it tiered. R. Irving modified the draft and incorporated some language that broke out some of the reasoning for the raise and the capital improvement contributions. She structured it to what was agreed on last time, which was a 2-year step increase. It's not the numbers discussed but the time frame is the same, she also mentions that it was a split vote. The .75 will get them up to \$4.50 this year and \$5.25 next year (assuming that we do another .25 increase).

The Board didn't vote on a 2-year agreement. It was noted that Northumberland let this slip through the cracks and didn't let them know the rates. M. Phillips said the purpose of the letter is to give them the rate and the anticipated capital improvement cost.

The letter is a draft; it doesn't need to be signed. R. Irving further discussed.

R. Charron asked if they were willing to pay for the construction costs this year. 5% of the total was \$37,500. J. Tierney discussed. J. Weagle said they took out a bond that they are still paying on. They wanted a 3 year, but we talked about a 2 year.

The letter isn't a negotiation letter, it is the beginning of a template letter that will be sent to them yearly to inform them of the rates, capital improvement costs, etc. The contract is pretty clear and they will pay a rate and a portion of the improvement costs.

R. Charron asked if they (Guildhall) will sign off on the liability; we need to have that in writing and they need to agree to it. Northumberland will not be liable if there is a fire and there isn't enough water.

Al Rossetto commented that it's not fair for them to pay less than the citizens of Northumberland. J. Tierney said they are paying \$3.75 and residents are at \$5.00. This is a contract and not a negotiation. J. Tierney said if they were to decide to terminate, we would lose all that revenue.

g. Meter Read / Rate Change Letter -

The first billing for 2016 will be in 100 gallons; the conversions will be done in January. It will give us a better indication if there is a leak, etc. The letter will be included with the 4th quarter W/S bills.

Motion to sign by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

h. Review / Decision of Town Property Bids received

Out of the 9 properties put out to bid, we didn't received bids on 6 of them. All bids include a \$100.00 deposit.

- **71 Graham St** – Total costs: \$10,172.
 - Chris & Jessica Williams - \$5,000
 - Diane Rodden - \$1,100
 - Alan & Lori Capson - \$5,125

Motion to accept the bid from Alan & Lori Capson by: M. Phillips
2nd by: J. Tierney, All in Favor 3-0

- **Non-Buildable Lot – Marshall Corner (unbuildable)** – Total costs: \$2,892.
 - Gordon Roy - \$102.00

Motion to accept the bid from Gordon Roy by: M. Phillips
2nd by: J. Tierney, All in Favor 3-0

- **11 First Street** –
 - Alan & Lori Capson – \$1,125

\$32,076 in back taxes, this is the 3rd time it's been put out to bid. It's been vacant for several years. A. Hall asked why it hasn't been condemned. If that happens the Town has to clean it up. There have also been break in issues. Mrs. Rodden noted that the Capon's have been buying and fixing up other properties in Town also.

Motion to accept the bid from Alan & Lori Capson by: J. Weagle
2nd by: J. Tierney, All in Favor 3-0

- **71 Dean Brook Drive –**
Diane Rodden - \$800.00

Total costs: \$3,506.28. It still needs to be approved by the park association

Motion to accept the bid from Diane Rodden by: M. Phillips
2nd by: J. Tierney, All in Favor 3-0

- **Dupuis property –**
Alan & Lori Capson - \$1,125
Tim Marshall - \$5,427.00

Total costs: \$72,616.04

The stuff inside belongs to the Dupuis; Marshall would need to discuss this with them. The gas tanks were taken out previously. A. Hall asked why it takes so long for this process. J. Weagle said we have to wait 3 years; we try to work with the owners to keep current; this one was an exception to the rule. Normally we try not to let it go that long. By taking the property we are losing out.

Motion to accept the Marshall bid by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

Randy Potter asked what happens if no one wants the contents on the property and it's ends up at the Transfer Station. J. Tierney said we don't p/u commercial. If they start hauling in by the p/u load – someone will need to put a stop to it. The bidder needs to be informed on the policy.

- **High Street – Non buildable lot –** Total costs: \$689.56
Kerry Hopps - \$101.00

Motion to accept the bid by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

A. Hall asked what the total is for the taxes lost, J. Tierney said it exceeds \$100,000 on just 2 of the properties. This is not just taxes, a large portion of it is interest and penalties.

4. Applications/Permits and Warrants:

5. Public Matters To Be Addressed By The Board:

- a. The next meeting will be on January 19th.

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

Motion to go into Non-Public session by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

Into Non-Public session at 7:15 pm.

Out of Non-Public session at 7:56 pm

Into Regular session at 7:56 pm.

Motion to adjourn the Non-Public session by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

Motion to "Seal" the minutes of Item c (until resolved) of the Non-Public session by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

7. Adjournment:

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

Meeting adjourned at 7:58 pm.

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