

**Town of Northumberland
Board of Selectmen
Meeting Minutes
Date: Monday, July 18th, 2016
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.**

Board Members present: Michael Phillips, Jim Tierney, Jim Weagle
Others present: Jim Gibson, Trevor Gibson, Al Rossetto, Jim Morse, Andrew Cote, Randy Potter, Ed McLean, Bonnie McLean, Robin Irving, Stanley Gagnon, Shawn Donohue, Melinda Kennett, Jean Beland, Reggie Charron, Joseph Kennett, Rebecca St. Cyr – Recorder

1. Chairman opens the Public Hearing –
J. Weagle opened the Public Hearing at 6:00 pm

2. Discussion of purchase of 61 Winter Street –

J. Weagle said we had a time frame that we didn't meet, so now we have to have another meeting. There were no questions or comments from the public regarding this matter.

3. Schedule meeting on 25th to Vote for Purchase/Extension of time to remove personal items -

J. Weagle said a meeting is scheduled for July 25th to vote for the purchase and give the resident time to remove personal items.

4. Chairman closes the Public Hearing –
J. Weagle closed the Public Hearing at 6:01 pm.

1. Chairman opens the regular business meeting:

J. Weagle opened the regular business meeting at 6:01 pm.

2. Acceptance of Minutes: M. Phillips said there is some confusion regarding the fuel price. It was stated at \$1.39. It's actually \$1.94/gal. with CN Brown, which is less than CES. Thiers was \$2.39.

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

3. Selectmen Business:

a. Dept. Head Business: Ambulance/Police

J. Gibson – Ambulance -

J. Gibson reviewed the EMS Chief's Report – see below – complete report available by request.

Gibson discussed why the transfers are down, he needs to meet with the Board of Directors or the new President at Weeks to try to resolve the issue. M. Phillips asked if when we charge someone coming back from Weeks to home, is Lancaster more expensive? J. Gibson said they are a little higher; but they have the option of applying for assistance to help with the balance with Groveton doing the transport.

Police Department -

Mario Audit was not able to attend tonight. J. Tierney reviewed his Police report.

The weekend of 7-9-16, Mario was at Lost Nation for OHRV checks for approx. 2 hours – there was 1 ATV that went through. This past weekend, he was there for 3 hours, 7 vehicles went through, their speed was ok. He had to talk to them about their registration stickers being more visible.

PD activity last week -

They took care of 4 bench warrants, 3 court cases, gave out 20 speed warnings and 2 speeding tickets, they gave out 4 defective equipment warnings and had 1 domestic disturbance.

- b. Keith & Samantha Young lease agreement – They bought the Mayhew building on the corner of State and Main St. They asked if we would be interested in the small park next to the property. It would be for 99 years, there is an escape clause. R. Irving said there is no lease, the Town would be responsible for maintenance and liability insurance. J. Tierney commented the Towns liability insurance would automatically cover it. This was brought up for Town beautification. This is giving the Town the right to use it, we could have band concerts, there has been discussion about moving the gazebo to the lot. When the lease is over, any improvements done by the Town can be removed. There is a minimal charge to the Town.

M. Phillips said he is in favor of it, but was asked by a couple of people as to why the crew was working there. A decision should have been made before they started any work. J. Weagle further explained.

Motion to enter into the lease agreement subject to finding out if there needs to be a Public Hearing by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

When speaking with legal about this, a Public Hearing wasn't mentioned.

- c. ATV Compliance – Page Hill Road – M. Phillips put this on the agenda in case there were residents or anyone asking how it went over the past couple of weeks. J. Weagle said the State has agreed to do the horse signs. They have also said they will try to do extra patrols with the crew that they have, which could present an issue for them. Al Rossetto thought the ATV club was to take care of the signs, since Mario Audit is busy with other issues. If he's doing it, what is the club doing to help. J. Tierney addressed, he knows that Audit put them up not sure what the

ATV club did to help. Rossetto said there hasn't been a lot of traffic recently. There are no signs on the Lancaster end; there isn't anything until you get to the Town line.

M. Phillips asked what the process is for putting up a speed limit sign. J. Tierney discussed, he believes the Town can post a sign at 30 mph and lower it to 25 mph if necessary; that's as far as our authority goes. R. Potter will check on putting up 4 - 30 mph signs.

- d. Discussion of Town acceptance of responsibility for Lost Nation Road – M. Phillips understands the State is replacing the culverts with the intention of putting a skim coat on the road and then they plan to turn over to the Town. R. Irving – said the road is now considered a "maintenance" quality road. The State would need to bring it up to State road quality if they intend to turn it over to the Town. They thought it was cheaper to keep the road and put a top coat on it. M. Phillips feels it a waste of money to put a top coat on it. J. Tierney asked if maintenance quality is a lower type classification and after a period of time can it then be turned over. R. Irving further discussed the quality of the road. It could further deteriorate to a level where it could be a class 6, Irving doesn't see that happening for a long time. J. Weagle said we have looked at it, they can do it and there isn't much we can do about it. Discussion ensued about the current law and classifications. We need to find out what their intent is.
- e. Discussion of Assessor's letter to residents with ongoing construction – M. Phillips said we received a letter sent July 11th. It was sent to 8 residents who have open building permits. The assessors were not sure what the status of the permit is. Phillips discussed the letter, which he received. He didn't appreciate it. He doesn't need them coming year after year because he hasn't reached his goal. He thought with the Building permit process and the \$5,000 requirement, he wanted to get the assessing system away from that. R. Irving said one of the shortfalls that she's noticed is people don't contact us when the project is completed. There isn't any way to know the status. We are aware there is no closure unless the landowner calls us.

M. Phillips didn't like the tone of the letter and feels they should tone it down a little. The re-evaluations are done every 5 years, work would be picked up then. J. Tierney further reviewed the process. If the outside structure isn't there, then it didn't get finished inside either. After 2 years the permit expires and a new is needed. M. Phillips doesn't want it to go year 3, 4, 5 and they keep coming back. A. Rossetto agreed that at the end of 2 years it would be picked up at the next re-evaluation, which would cost us less than sending out the assessors.

- f. Al Beland – Discussion of Town Business in general – Al wasn't present
Jean Beland representing Al Beland said he wanted to talk about fuel oil. There is approx. 9,000 gallons that has to be quoted out, but they weren't asked to bid. Beland pays approx. \$30,000 in taxes. How do they get into the loop to start bidding?

R. Irving addressed, Barry Colebank had enlisted a broker CES, in an effort to coordinate fuel, electricity and other utilities with all the Town entities including the School and the Fire Dept. so that we could get a bigger discount. The School is on a fiscal year and the Town is on a calendar year, they always locked in earlier than we did. We were looking for no minimum bill requirements and we wanted both #2 and propane. She isn't aware why Belands business was excluded, but it probably wasn't deliberate.

As of this year we decided not to enlist in brokerage, but stayed with the provider because we still gallons of fuel that they decided to forgive. Next year, if we don't use a broker they would be able to bid. Typically, it would go out to bid in October.

Al Rossetto said the Library contacted Al's, but didn't want to go with the broker due to significant building errors. Jean Beland said they don't need preferential treatment, but would like opportunity to bid.

- g. Construction Award – Recommendation form CMA
J. Weagle said there were 4 bidders for the project. P & R Excavating was the lowest bidder at \$2,123,746.08. CMA discovered a \$50,000 error in the calculations. The Board approval is conditional on approval by USDA, DES and other agencies. CDFA would also be included.

The bid is within the amount approved on the warrant article. The warrant article was for \$3.2 million.

Motion to conditional approval, subject to all the other agencies
approving by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

The river drilling project is doing better, R. Irving reviewed their progress.

- h. J. Weagle - Jeremy Craigie was hired as part time, but has agreed to go fulltime. He was previously with the Littleton police department, but took some time off, so he needs to go through the Academy. M. Kennett swore him in as a full time police officer.
- i. Highway Discussion – The Highway Maint. Fund – we are covering the work being done, we are not doing Brooklyn St. this year. M. Phillips said we are at a point where we could look at other areas.

R. Irving said Glenn Cassady is planning to meet with her next week.

4. Applications/Permits and Warrants:

- a. Water/Sewer Warrant – 2nd quarter – Water - \$68,669.50; Sewer - \$57,826.45

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

b. Abatement - Housekeeping (2)

1. J. Weagle – Water – Edward Mellit - \$237.50. Usage indicated high usage for resident, had radio reading on meter for approx. 1 ½ years, since 2015. R. Irving reviewed, Winston Hawes is saying he was estimating low – radio read will be picking up quarterly now. From the date the meter was installed, the average usage was 14,000, she manually entered 15,000. He has been paying the estimated amount. This is for what wasn't billed in the past. Going forward it should be correct.

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

2. Same thing happened with this party - \$458.25 – this has sewer also. (Roger Dickson's place). The owner didn't get a final read. J. Tierney doesn't want to set a precedent, but will make a motion to approve this one. The broker should have asked for the final read. J. Weagle recommended sending the broker a letter about the issue. The broker should be aware of this. The lawyer has a policy for errors and omissions, maybe we should send them a bill. This should have been done at the closing. The purchase date was May 6, there is no way to break out the usage. \$745.00 was the requested abatement. M. Kennett commented that the new owner had agreed to pay the bill without a reading, but this was an outrageous bill. It will be abated just to the owner and not to the closing company.

Motion to approve the abatement to the home owner and send a letter to the closing office for an omission they made by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

This was a short sale; however, the reading still needs to be done.

5. Public Matters To Be Addressed By The Board:

- a. Notice to residents that water shutoff to town on Wednesday July 20th – hopefully it won't take all day, but it could. M. Kennett said they are telling people – 7:00 am for all day. Plan for the worst, hope for the best!! R. Irving discussed the unexpected shutdown last week vs this planned shutdown where we put out notices in the newspapers and on face book so the people could plan on it.
- b. Jeff Woodburn will be at the Town Hall, July 20th – 8:30 – 9:30 for constituents. The public is invited to attend.

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

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

Into Non-Public Session at 6:57 pm.

Into regular session at 8:01 pm

No further business was discussed.

7. Adjournment:

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

Meeting adjourned at 8:02 pm

***This institution is an equal opportunity provider, and employer. ***

EMS Chiefs Report

07/18/2016

1. 2016 we have had 319 calls to date.

Breakdown:

215 transports

104 non transports

36 transfers accepted (included with transports) 20 transfers declined YTD

2. 2015 there were 317 calls to this date.

Breakdown:

203 transports

114 non transports

44 transfers accepted (included with transports) 64 transfers declined YTD

3. We are up 2 calls which can be accounted for as an increase in 911 calls. To date we had to deny (20 transfers) because of inadequate personnel (no Paramedic on staff at the time of request).

a. This presented a potential for @ \$40,000.00 of extra billable revenue. (low end estimate)

b. This translates too approximately @ \$16,000.00 of potential extra profits. (low end estimate)

4. Revenues this year to date 2016: See Attachments

5. A3 has been back to Berlin City Chevrolet for repairs due to a low voltage situation, this resulted and improper shifting and a cut back on engine speed and performance.

While it was in the computer system was reflashed as a result of an earlier recall that had not properly installed.