

**Town of Northumberland
Board of Selectmen
Public Hearing & Business Meeting Minutes
Date: Monday, May 16th, 2016
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.**

Board members present: Michael Phillips, Jim Tierney, Jim Weagle
Others present: Al Rossetto, Jim Gibson, Trevor Gibson, Sandy Mason, Ken Knapp,
Lloyd Tippitt, Pete Marshall, Brad Jewell, Shawn Donohue, Randy Potter,
Rebecca St. Cyr - Recorder

1. Chairman opens the Public Hearing on the Refunding of Bond:

J. Weagle opened the Public Hearing at 6:00 pm

- a. Discussion/comments/decision on possible issuance of refunding bonds
J. Tierney addressed. This is for the current water bond from 2002 – 2003. We are currently paying 4.25% interest; it was for at least 33 years with 17 years remaining. The current balance is approx. \$1,742,00-\$1,745,000; which we are planning to refinance. The worst interest we will get is 3.25%, it might be better than that. When the paperwork is signed (or just before), we will find out what the actual interest rate is. With the interest at 1% less, it will save us approx. \$180,000 - \$185,000 over the course of the 17 years. The interest is descending, so the interest is a larger amount now and less in the 17th year.

The savings will cover the costs that we have; there is approx. \$12,000 in total costs owed to the Bond Bank and to Bond Counsel combined. We would still save approx. \$168,000 over 17 years.

There were no questions or comments from the public.

- b. Vote to approve the refunding of the RD bonds (signing of Refunding Resolution)

Motion to approve the refunding of the RD bonds by: M. Phillips
2nd by: J. Tierney, All in Favor 3-0

- c. Vote to authorize the bonds and sign the loan agreement with the NH Municipal Bond Bank

Motion to authorize the bonds and for the Chairman to sign the loan agreement with the NH Municipal Bond Bank by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

- d. Adjournment of Public Hearing

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

Public Hearing adjourned at 6:06 pm.

2. Chairman opens the regular Business Meeting:

J. Weagle opened the regular meeting at 6:06

3. Acceptance of Minutes:

Motion to accept the May 2, 2016 minutes by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

4. Selectmen Business:

a. Dept. Head Business – Ambulance and Police Depts.

Jim Gibson – Ambulance

J. Gibson reviewed the EMS Chiefs report – see below.

Additional comments:

Item 4 – Revenues - Couldn't get the updated Revenues from Com Star today, the internet was down.

Item 5 – Medicare - There is approx. \$300,000 still due from Medicare, which includes some from 2015 and 2016.

Item 6 – A3 – while it was in for the recall, they also found some other warranty problems and recalls to fix.

Police Department – Mario Audit is on vacation, J. Tierney reviewed Audits report.

- 2 cases for DCYF at 2 locations
- 1 male arrested for receiving stolen property and engaging in criminal activity.
- 1 female arrested for forgery, purse snatching and receiving stolen property
- Recovered stolen motorcycle out of Royalton VT, it was found in Groveton.
- Arrested and charged a male subject for reckless operation due to an accident on which resulted in a jeep in the river off Cumberland St. It involved 2 others with minor injuries.
- Assisted State Police in Stark (3 times) with a domestic dispute and an hour later for a cocaine overdose.
- Working on finishing background checks on 2 applicants for full-time at the PD. They will be here for the first Monday in June to meet with the Board. They will be sworn in and enrolled in the Fall Academy for Police Standards & Training.
- Issued 8 pistol permits after performing background checks.
- 2 Transports to Coos County Jail for protective custody.
- 4 court cases - disorderly conduct, misuse of plates, speeding, simple assault and domestic violence.
- Hired a fire arms instructor and patrol officer part-time – Jake Pelletier.
- Was approved by Mr. Kelly for our Department and other area agencies to train and partake in an active shooter program for the High School and Elementary School. This is so our PD and other neighborhood PD's would know their way around the buildings.
- Called to Dean Brook and Brook View for a prowler.
- Registered 3 sex offenders for the quarterly cycle.
- Foot Patrol found one unlocked door at a convenience store on State St.

- Finishing up a case (10 months old), about an embezzlement issue, private business still under investigation.
- Issued a ticket for an unregistered vehicle and 1 for operating without a license, 1 for loud exhaust and 2 for defective equipment. Issued 15 speed warnings.
- Received 20 new bike helmets donated by the Gorham PD; issued to us as extras. They will be given to kids in need that don't have helmets.

b. Groveton Ambulance Association – Small Ball field use request

Sandy Mason said the Association would like to hold some yard sales this summer to make some money for equipment. The first one would be May 28th at the little ball field. Ms. Mason checked with Kari Hickey and there are not any games scheduled for that day. They will be set up inside the fence. J. Tierney reminded that there can be no parking on the field. They would also like to have access to the bathrooms. The Board recommended that she can contact Kerry Pelletier for the key.

They will be set up at 9:00 and will be open from 10:00 am – 2:00 pm. There are a lot of other people that would like to set up as well. They tentatively scheduled the following dates:

May 28
 July 2
 Aug 6 – *see note below
 Sept 3
 Oct 8

*The Board recommended checking with the Rec Department for their end of season schedule in August.

Motion to tentatively approve the dates shown above by: J. Tierney
 2nd by: M. Phillips, All in Favor 3-0

c. Discussion of Town Garage Boiler – Randy Potter reviewed 2 quotes they received with the Board. The quotes are within \$260.00 of each other. Glenn Cassady wanted to recommend JD Plumbing. He would be able to start on it right away and quoted a good quality boiler. Potter further reviewed the work that will be done.

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

d. Discussion and communication to Dept. Heads regarding the establishing POC on accounts – This has to do with the Department Heads. Any accounts set up must have an additional employee listed on the account as a Point of Contact. If the POC no longer works for the Town it can create an issue.

e. Discussion of switching Town email accounts

Most of the Town employees have email accounts through whoever Profile uses, which are Gmail type accounts. It meets HIPPA security criteria. Some have Yahoo accounts, which don't meet HIPPA criteria. Due to HIPPA, it's highly recommended that all employee's go Gmail accounts.

- f. Fencing Bids for the Well Heads. 2 bids received.

1 – \$6,089
2 – \$6,070 -

#1 came up to look at the job and presented all the details with their quote. Reggie Charron was impressed with VT Recreational. They are little more expensive but, the other company didn't come up to look at the job or provide any details with the bid.

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

- g. Northern Pass data request – This is for the intervenor status; Ed Millett has listed 4 or 5 areas that could be affected. There is a meeting tomorrow (5/17) that Millett will be attending and Robin Irving will be attending another meeting on Wednesday (5/18).

- h. TAN discussion – We are looking at taking out \$100,000. The current balance is \$550,000; this will bring it up to \$650,000. Last year at this time it was approx. \$200,00 more. We are hoping to get the tax bills out by Friday, with a due date of approx. June 20th. J. Tierney reviewed the expenditures to be made in June. The W/S bills are due by May 20th. The \$100,000 should get us through until the property tax payments start coming in. Overdue taxes are down, as of today the amount is \$637,406, which is property taxes and W/S. This is the lowest it's been in quite a while.

Motion to take out \$100,000 on the TAN by: M. Phillips
2nd by: J. Tierney, All in Favor 3-0

- i. Water project update - J. Weagle said the project has started. They ran into some trouble with ledge and cobble, which made it difficult at the original alignment. Bob Chapman agreed to a temporary easement for construction placement. It's been moved down the present location. There haven't been any further problems.

5. Applications/Permits and Warrants:

- a. Town Sewer drain warrant – 1st quarter - \$72,500

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

- b. Intent to Cut

1. Richard Dupuis – Thompson Road. J. Weagle reviewed what the cut will include.

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

- c. Yield Tax Warrant

Richard & Tracy Dupuis - \$3,023.06

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

- d. Building Permit

1. Michael and Teresa Cormier, Long View Drive – Building a new home and completing next year. They have paid the \$250 fee. T. Bedell hasn't signed.

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

e. Meeting Room Application

1. Diane Daley - \$25.00 - 6/29/16 - 7:45 am - 12:15 pm - Annual Realtor Meeting
Motion to approve by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

f. Non-Resident Transfer Station Permit Application

1. James Petty - 772 Lost Nation Rd.
Motion to approve by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

g. Warrant for Unlicensed Dogs

This is the standard warrant that's put out every year.

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

h. Land Use Changes

1. \$2,753 - Brian & Elaine Granville, Rae Road
2. \$3,200 - John and Patricia Bilotte, Rae Road

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

6. Public Matters To Be Addressed By The Board:

- a. Memorial Day Office Schedule - closed May 30, 2016
- b. Car Show for Speedway 51 - Saturday, May 21, 2016 - 11:00 am - 1:00 pm
- c. National EMS Week - May 15 - May 21 - If you see any EMS members - Thank them for their service.

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

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

Into Non Public session at 6:36 pm

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

Out of Non Public Session at 7:00 pm

Into regular session at 7:00 pm

J. Weagle reviewed the proposal for an Explore program for the Ambulance. J. Tierney said we will need to find out about the liability before approving.

The next Selectmen meeting will be on June 6, 2016.

8. Adjournment:

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

Meeting adjourned at 7:08 pm.

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

EMS Chiefs Report

05/16/2016

1. 2016 we have had 206 calls to date.

Breakdown:

146 transports

60 non transports

27 transfers accepted (included with transports) 12 transfers declined YTD

2. 2015 there were 215 calls to this date.

Breakdown:

143 transports

72 non transports

33 transfers accepted (included with transports) 48 transfers declined YTD

3. We are down 9 calls which can be accounted for as a decrease in 911 calls and rejection of transfers (no medic available at the time of call). To date we had to deny (12 transfers) because of inadequate personnel (no Paramedic on staff at the time of request) and no available ambulance.
 - a. This presented a potential for @ \$24,000.00 of extra billable revenue. (low end estimate)
 - b. This translates too approximately @ \$9600.00 of potential extra profits. (low end estimate)
4. Revenues this year to date 2016: See Attachments
5. Medicare: Electronic deposits are starting to hit the account now. We should start seeing a steady stream of deposits from them.

6. A3 had been at Berlin City Chevrolet having maintenance work and Recalls performed on it. This led to an unexpected long down time due to issues with the computer.
A1 will be going in next week for Recall work.