

**Town of Northumberland
Board of Selectmen
Public Hearing - CDBG ED Bridge Financing
& Meeting Minutes
Date: Monday, November 21st, 2016
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.**

Board Members present: Michael Phillips, Jim Tierney, Jim Weagle
Others present: Mike Scala – CEDC, Ben Oleson - NCC, Al Rossetto, Jim Morse, Andrew Cote, Mr. & Mrs. Oliva Tetreault, Jesse Hern, Robert Barry, Jim Hebert, Julie Boisselle, Jodi Paradis, Nessa Platt, Sam Oakes, Jim Gibson, Trevor Gibson, Edmund Robinson, Michelle Moren-Grey - NCC, Randy Potter, Edmond Robinson, Robin Irving, Mario Audit, Rebecca St. Cyr - Recorder

1. Chairman opens the Public Hearing #1:

a. Announcement and Discussion of CDBG ED Bridge Financing Application

1st Public hearing is opened CDBG Project overview

J. Weagle opened the 1st Public Hearing at 6:00 pm. He introduced Michelle Moren-Grey from North Country Council, she presented the following:

Handouts for the public hearings are available on the: table at the back of the meeting room.

General Overview of CDBG

Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and planning grants that primarily benefit low and moderate income persons. The Town of Northumberland is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects (including capacity building projects), as well as up to \$500,000 a year in emergency funds. Planning Grant funds are available for up to \$12,000 per year. Municipalities are eligible to apply for a Microenterprise Assistance grant without having it count against the town's cap for any other CDBG projects.

Michelle Moren-Grey said we are speaking for a specific project, but are seeking sponsorship of a future project.

General Overview Project

Coos Economic Development Corporation is seeking sponsorship of future and potential CDBG projects specifically an Economic Development Application to the Community Development Finance Authority these funds will be sub granted to the Coos Economic Development Corporation (CEDC), who will in turn lend the funds to a business for the purpose of development and or working capital. In turn the business or a business associated with the project will create at least 25

jobs and at least 60% of these jobs will be available to persons of low and moderate income. The Town would be able to use funds from CDBG to cover administration of the grant and application.

Michelle Moren-Grey said essentially this is Federal funds; they go to the State, the Community Development Finance Authority, they are called Community Development Block Grants. They go to a regional development corporation such as Coos Economic Development Corp. In turn that organization loans them out to a business as a loan. The business is responsible for creating jobs, it's one job for \$20,000. They have to go to low to moderate income individuals. There are income requirements by HUD, there's also educational requirements. Most of the jobs are for individuals with no more than a high school education. The loan is repaid to CEDC.

We are asking at this time to sponsor a future project. The funds would actually go through the Town of Northumberland. If the project was to fail, the Town isn't responsible for paying the funds back. It's on CEDC and the business. She has never seen a project fail. They do everything they can to see that it succeeds.

At this time the Residential Anti-displacement and Relocation Assistance Plan will not be adopted it will need to be adopted at the time of the public hearing for any CDBG Program application.

Ask for questions or comments from the public;

E. Robinson asked who pays for a project if it fails. Michelle Moren-Grey CDFA would go to the business first and would exhaust all avenues. She has never seen any community that's had to pay back a failed grant or loan.

J. Hern asked if there was a project that failed, what was the reason. Moren-Grey said they just can't create the jobs, but keep extending it. They work with them as much as they can. There has been one project that failed, but it was after it met all the requirements.

CDFA and NCC work with them to make sure all the pieces are in place and look at how the projects are scored for the application to be approved. They need to be pretty viable.

AL Rossetto asked what the money does for Groveton. Moren-Grey said this is setting the stage for a business to come in and either get gap financing to complete a project or for working capital. Essentially for every \$20,000 that comes in through CDBG funds to a business as a loan, jobs must be created. In turn once the loan is paid back, it can be re-loaned to another business.

Al Rossetto asked what's the time frame because we have needs now. If this is to occur in future years – timing is everything. Moren-Grey said this can occur now or in the future as long as the funds are there. You need a

business that must commit to the jobs. Once there is a business at hand, it's something we can look at. Timing is essential, because there are environmental regulations that go with it. Once an application is submitted we can start the environmental review, which takes 45 – 60 days. Once awarded a CDBG grant you have 18 months to complete. If we had a business tonight that was willing to sign and create the jobs, which was a good fit, we would write the application and submit it. It would then go to Governor and Council; most likely we would see the funds by April.

This is just seeking sponsorship; it has to be granted to a municipality or county. J. Tierney said we are just giving them permission to apply, on our behalf, for a pile of money. The amount depends on Congress. Moren-Grey said before any funding is received another Public Hearing is held and the CDBG and the business owner would be present. We are just asking for sponsorship tonight.

R. Irving pointed out this is separate from the money received for the water/sewer project from EDA and MBRC grants, which also requires jobs.

Michelle Moren-Grey said it is confusing, usually we have a business that's ready to come in. We want to be ready when there is a business that wants to come in.

Mick Scalla CEDC said this is just a priming to put us into position, so that we can be ready if someone is ready to come in. It allows us to put out a number of loans in addition to ones with the original business. It sets us up to be able to put something together timely. Generally, it takes about 6 months. Groveton has a tremendous amount of opportunity and is positioned for some growth.

☐ **1st Public hearing is closed**

J. Weagle closed the 1st Public hearing at 6:15 pm.

2nd Public hearing is opened Housing and Community Development Plan

J. Weagle opened the 2nd Public Hearing at 6:15 and asked Michelle Moren-Grey from North Country Council to introduce the Housing and Community Development Plan Draft.

- Housing and Community Development Plan**, this is an updated Housing and Community Development Plan. It includes the national and state CDBG objectives, as required. A Housing and Community Development Plan that is no more than 3 years old is a requirement for applying for CDBG funds.

- Ask for questions or comments from the public;**
There were no questions or comments from the public.

- 2nd Public hearing is closed**
J. Weagle closed the 2nd Public Hearing at 6:16 pm.

- The Board of Selectmen then vote after close of public hearings to:**

Motion by: J. Tierney to approve the future sponsorship of a CDBG application on behalf of Coos Economic Development Corporation dependent on the details including amount, jobs created and businesses or businesses involved.

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

Motion by J. Tierney to adopt the updated **Housing and Community Development Plan**

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

2. Chairman open the public meeting:

J. Weagle opened the Public Meeting at 6:17 pm

3. Acceptance of Minutes:

Motion to accept the November 7, 2016 minutes by: J. Tierney
2nd by: M. Philips, All in Favor 3-0

4. Selectmen Business:

a. Department Head Business: Police and Ambulance Depts.

Jim Gibson – Ambulance

Reviewed the EMS Chiefs Report – at the end of the minutes, the complete report is available at the office.

Other:

Sam Oakes is officially a running Paramedic with Groveton.

Mario Audit – Police Department

1 – stalking through Face Book

Issued one warning – failure to yield to oncoming traffic

12 speed warnings

4 arrest warrants for civil process

6 winter parking notices

2 accidents

2 MV lock outs

Assisted with 1 lock out of home

2 PPO warnings that were served.

4 pistol permits

1 Suicidal incident, later transported for evaluation

1 Road rage incident

3 conducts after an accident 1 – wiping out a mailbox and 2 – striking a vehicle

Child abuse case, still under investigation

2 Noise complaints – Brook View Mobile Home Park

Computer crime – theft by deception

Covered an untimely death

2 Domestic disputes

Assisted an elderly person with dementia to get back home

R. Irving added that she purchased a separate domain and will be setting up separate email accounts.

b. ATV Use on Road – Coos County Report from NCC – Kaela Gray (wasn't available to attend this meeting.)

Ben Oleson filled in. NCC has asked to partner with other organizations to do a comprehensive trail review in Coos County to include ATV's, snow machines,

hiking, snowshoeing, cross country skiing, etc. The first task is to identify the biggest use. NCC looked at the use of ATV's and the trail system. NCC contacted the municipalities in Coos County to identify what they had available for trails - on road, off road, speed limits, time of use, restrictions, issues, complaints, concerns, police involvement, etc. They also took traffic counts, turning (direction) counts.

One of the biggest pieces of information is the rules for on road use are all over the place from town to town, which is concerning. Most of those roads go into other towns that might have different rules, which creates conflict. Oleson discussed the time limits for example.

What NCC would like to do is create a comprehensive advisory group made up of Select Board members from municipalities in Coos County. Oleson is here to ask the Board if one of them can attend the meetings. There would be 4 meetings between January – April to talk about the inconsistent rules and figure out what might work as uniform rules for ATV's. Anything you would have to offer for your experience that might benefit other communities. We haven't determined when or where the meetings will be held. Hopefully, by Spring and into the Summer there will be a broader plan for the whole trail system in Coos County that will enable some off-road use of ATV's. There is always some concern about the conflicts. Later next year a more comprehensive study will be done to see if there are other ways for everyone to get along.

Olsen doesn't need an answer today. R. Irving knows how to contact him if they have any further questions. Dummer was the first community to allow ATV's on their roads and they will be participating in this. It's a great opportunity to create some consistency within the communities.

M. Phillips asked if the committee would be involved in seeking off-trail routes. Oleson said he thinks that's the idea for a later study. The January – April meetings will be to bring some consistencies between communities, so there's more compatibility in the summer. A more comprehensive study is the greater part. The study won't identify the routes, but they might as they start looking at the compatibilities. The January – April meetings will identify where there are breaks in town boundaries, are the rules inconsistent and what is the better route.

Al Rossetto asked at what point does the State come in and pre-empt the town and say shut down Page Hill Rd.? Oleson didn't have the answer to that. Rossetto and Oleson further discussed the State and DRED. Tillotson is a huge supporter of this and they want to see consistency with the communities. Olsen feels the communities need to be allowed to work together.

J. Tierney DRED may want to come in and find out why communities don't want to open their roads. Fish & Game doesn't have the manpower, it's not up to the local Police Department to patrol the trails.

- c. Discussion/decision on Town owned properties ready for open bidding
1. State St., Map 103, Lot 14 – taxes owed - \$2,654. It's just past Perras storage and is a buildable lot.

Motion to put out with a minimum bid by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

2. Dean Brook – Map 236, Lot 5 – Fromson trailer. Taxes owed: \$2,323.20; with the penalty - \$7,411; Without the penalty - \$5,088.28
Motion to put out with a minimum bid - \$5,100 by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

The rental cost is in the number; which includes December. If not sold, it will be moved off the Lot.

3. House – 51 Second St., owned by a bank - \$17,663.
Motion to put out with a minimum bid - \$17,700 by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

The minimum bids do not apply to the former owner. Prior owners must pay a mandatory 10% penalty, which cannot be abated. This needs to be stated in the ad.

4. Map 106, Lot 12 – Route 110 – land only. \$4,329.29 – 3.5 acres
Motion to put out with a minimum bid - \$4,400.00 by: J. Tierney
2nd by: M. Phillips, All in Favor 3-0

Bids need to be submitted by close of business on 12/16. Stipulation - if prior owner bids there is a 10% surcharge to them and them only.

- d. Follow up discussion snow travel on Riverside Drive – J. Hebert contacted the State and they will not allow them to use the break down lane, they feel it's too dangerous. The problem right now is the covered bridge continues to be closed until the water is hooked up. If the water gets connected, we can look at it at the next meeting.

M. Phillips said he heard 3 residents on Riverside Dr. that wasn't in favor of it. They can't turn around, we just repaved it and the snow machines tear it up. He feels more pressure needs to be put on the State and will not vote to open River Side Drive.

Randy Potter said they worked on it for over 2 weeks this summer. He sympathizes with them; he is a snowmobiler also. It probably won't be paved again; the machines will chew it up and it is a pain to plow with one lane.

R. Irving said it's not just the snow machines, it would be the groomer also. Glenn Cassady expressed before leaving for vacation that he isn't in favor of the groomer going over Riverside Drive.

J. Tierney suggested that in the time between now and December 16, we need to contact the State again to see if there is a way to open Route 3 for that short distance. If the water pipe doesn't get hooked up – it's a moot point.

Jim Hebert asked about the foot bridge on Brooklyn St., it looks like Ampersand owns the bridge. R. Irving has talked to Greg Cloutier about it. At this time, he won't allow it, the bridge needs to be rehabbed. Discussed the Red Dam area as another possibility. There isn't a bridge, but the water is shallow. The groomer wouldn't be able to cross there.

R. Irving contacted Tom Dittman about crossing his property. He will be here for the 12/5 meeting. He will be here for 2 weeks – 12/5 – 12/19.

If we don't get the bridge, we just won't have a trail. December 16 is the deadline for the water project. R. Irving asked Hebert about crossing the railroad tracks on Route 3, Hebert reviewed. To be continued.

- e. Follow up discussion on bench relocation – Jodi Paradis - they want to move the benches from in front of the Town Office over to the gazebo. Paradis said they heard the Board said no. J. Tierney said we didn't say no, but thought different benches would look better. The ones in front of the Town Office are not pressure treated and he understands that you want to build some that are. Tierney is ok to have them moved and then replaced with pressure treated ones in the Spring.

R. Irving said the crew will do the mowing and the benches could create another obstacle with trimming. Paradis said this the first she's heard of that. If Paradis goes to Keith Young and he is alright with the benches, R. Irving said that would be fine. There have been 2 issues, smoking and dog poop, but Young isn't saying no to the benches, J. Boisselle said there is a dog waste station across the street. Dog waste has been an issue. May need to put up signs "no dogs allowed". There is supposed to be no smoking on the property and there are some that are. J. Tierney said Keith Young has specifically said no smoking on the property.

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

- f. Discussion on ad for newspaper – J. Tierney reviewed, it will be an ad for a fulltime Chief and officers. The verbiage was changed from the previous ad, so that we don't need to send a new Chief out to the police academy. It will be going out in the papers, next week. Colebrook Chronicle; Manchester Union, NH Municipal Assoc. and it will be posted on line. The position will be open until filled.

5. Applications/Permits and Warrants:

a. Supplemental Warrants

1. Owned by NH Authority – the first issue was non-taxable per RSA. It was purchased on 9/17/16; \$1,564.15 on property taxes that we will be collecting.

Motion to sign by: J. Tierney

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

2. Single family home and land taken by tax deed on 11/18/16 - approx. \$1,182.80.

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

3. Town wide sewer drains Cycle 2 - \$17,500

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

Town wide sewer drains Cycle 3 - \$17,500

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

b. Abatement Application to Municipality

1. Keith & Samantha Young – 25 Second St.; assessed at \$100,600. Other properties in the area are assessed lower and sold lower

Motion to send to assessors by: J. Tierney

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

c. Building Permit (4)

1. Revision Energy, 59 Brook Rd., Steven Smith. Terry Bedell hasn't signed. The fee has been paid.

Motion to sign subject to T. Bedell signing by: J. Tierney

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

2. John / Linda Russell, Ray Road for new double wide mfg. home on slab, plus 30' x 40' garage/barn on slab. The fee is paid; Terry Bedell hasn't signed.

Motion to sign subject to T. Bedell signing by: J. Tierney

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

3. Jenna and Adam Pinette – demo of existing mobile home/garage. T. Bedell hasn't signed.

Motion to sign subject to T. Bedell signing by: J. Tierney

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

4. Jenna and Adam Pinette – moving a trailer to property at 16 Maple St. T. Bedell hasn't signed.

Motion to sign subject to T. Bedell signing by: J. Tierney,

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

6. Public Matters To Be Addressed By The Board:

- a. Holiday Schedule – Town Office is closed at 12:00 noon 11/23 and will reopen on 11/28 at 8:00 am
- b. Selectmen office – closed on 11/24 and 11/25
- c. Budget work session schedule – meetings will be held on the following dates: 11/22, 11/29 and 11/30 at 6:00 pm. To be held in the meeting room
- d. Dec 2, 2016 – 11:00 am press meeting regarding the cell tower.
- e. Sanders Title Search company – need to sign their contact.
Motion to sign by: J. Tierney, 2nd by: M. Phillips, All in Favor 3-0

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

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

Into Non-Public Session at 7:09 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 8:22 pm

Opened Regular Business meeting at 8:22 pm

J. Weagle talked with T. Bedell about an emergency facility. We are starting to plan for the future; this is in the very early stages. J. Weagle doesn't want to cross positions – EMT and Fire Fighters. Working on behind the scenes to see what we might eventually be able to do.

J. Tierney – due to the problems with Profile and TCC – Berlin has no problems with TCC. R. Irving is looking to see what there is and work it into the budget. They should be able to come in set up and correct a problem.

Briefly reviewed the W/S budget and W/S rates.

8. Adjournment:

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

Meeting adjourned at 8:35 pm

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

EMS Chiefs Report

11/21/2016

1. 2016 we have had 529 calls to date.

52 transfers accepted, 38 transfers declined YTD

2. 2015 there were 513 calls to this date.

53 transfers accepted, 89 transfers declined YTD

3. We are up by 16 calls over last year's numbers. To date we had to deny (38 transfers) because of inadequate personnel (no Paramedic on staff at the time of request).

a. This presented a potential for @ \$95,000.00 of extra billable revenue.
(low end estimate)

b. This translates too approximately @ \$30,400.00 of potential extra profits. (low end estimate)

4. Revenues this year to date 2016: See Attachments from Comstar plus \$24,000 in town contracts and @ \$9,000 for Race Track coverage and also misc. payments made directly to GAC.

5. All ambulances are up to date on NH DOT State inspections as of this month. All three of the ambulances will be inspected by the State Bureau of EMS for Paramedic level for on October 26th @ 9:30am; this will keep them all on the same rotation. * (All ambulances passed, a few minor things had to be replaced)*

6. We have permission to park A2 at a garage owned by Bob Chapman. We are currently working on getting power to it so we can plug in the ambulance. Bob was gracious enough to let us use it short term as he has future plans to remove the garage and use the lot it sits on.