

**Town of Northumberland
Board of Selectmen
Meeting Minutes
Date: Monday, April 3rd, 2017
Place: Selectmen Meeting Room – 10 Station Square
Time: 6:00 P.M.**

Board members present: Chris Wheelock, Jim Weagle, Michael Phillips
Others present: Glenn Cassady, Julie Boisselle, Nancy Mellow, Dick Therrien, Al Rossetto, Norm Cotter, Sam Oakes, Min & Joseph Kennett, Reggie Charron, Terri Charron Jesse Hern, Robin Irving, Jodi Paradis, Bob Chapman, Mike Stirling, Rebecca St. Cyr - Recorder

1. Chairman opens the meeting:

J. Weagle opened the meeting at 6:00 pm

2. Acceptance of Minutes:

Motion to accept the March 21, 2017 minutes by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

3. Selectmen Business:

a. Dept. Head Business: Highway/Water/Sewer

R. Charron – Water/Sewer

We received a complaint on Brooklyn St. the road is in very bad shape. Charron spoke with the contractor, it's beyond grading. He may have to fill them in. He said it could be toward the end of the week to see where we are. There is a sink hole, J. Weagle discussed. Charron said we are trying to keep the sink hole area cordoned off. The road ban is on so it's been hard to get gravel and move it, but we are aware of the issue and are working on it.

Purchased GPS unit for doing our GISing. We tried it out and it's perfect, it will be beneficial for the future.

Keith Knapp and Reggie have been attending classes to get our mandatory CEU's for licensed. We had some great classes.

We had our State inspections on both sewer plants, everything was fine – nothing major. Waiting on the report from them.

Winston has started reading meters for ending the quarter. We are running a little behind getting them done.

Water – Watching what we pumped in Jan, Feb, and March and compared last years to this year; we are averaging 100,000 gallons per month less, which is good.

There is an issue at the High School, which we are aware of, but haven't had any other complaints. During the school's spring vacation, they might need to shut it down to replace. After the fire when the new line went into the new school, they used a 6" lateral, into a 2" inside the building. It could be clogged up with calcium, etc.

Lost Nation there is an issue that we will be checking into.

M. Phillips recently talked with R. Irving and R. Charron about Guildhall. Charron's opinion is recommending taking it out and replacing with a device. We bill them by the meter that's there. They own the meter / pit. They don't have the backflow - R. Charron further reviewed. R. Irving mentioned she has been working on with a professor from the Univ. No. Carolina; regarding a program. You enter all the values from the operating budget, depreciation, debt service and several factors. It generates graphs of what we would need to do with fees. She would like to get it set up for an electronic demonstration. R. Charron feels we have a good understanding of what's pumped; what's metered is accurate. With the water audit, last year, it has been beneficial. The smart meters that are going into the homes is better, when there is a complaint, we can show them what they are using by hour.

G. Cassady - Highway

We responded to 3 storms for plowing; we had a couple of minor issues with the plow pulling up some tar. The crew has been out cold patching, we purchased 10 ton and have approx. 1 ton left. There are a lot of pot holes.

Randy Potter has been working on maintenance, oil changes, etc.

The salt shed is empty, the trucks have approx. 1/2 load on each of them. Cassady doesn't want to purchase any more for this season, the weather should break soon. We took an inventory of the lawns that will need repairing in the spring.

- b. Proposal Letter from Plodzik & Sanderson -
\$287 more than last year; \$12,887. There is an extra item they need to do for us. This if for the simple audit.
Motion to sign by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- c. Discussion/Vote re Change Order for engineering services -
R. Irving - due to the delays caused by the drilling last year, it moved the project time out by months, caused several re-designs and increased standard engineering services. They are asking for \$38,255 in increased expenses for engineering. They paid for the resident engineer, we are reimbursing them \$15,255 and the rest is for the re-design. The money will come from the contingency - R. Irving further discussed.
Motion for the Chairman to sign the change order by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- d. Bond money for mill project—discussion/vote on source and application of funds toward drilling – RI –

The EDA recently approved the reallocation of funds. The original application went in as \$600,000 - EDA and \$400,000 bond money. They approved the \$600,000 EDA and \$200,000 NBRC and \$200,000 bond. That left \$200,000 of money that was raised and appropriated that we can use for contingency.

If we use this money, the purpose of the use must adhere to the language that's within the warrant article - Phase II of the W/S improvements on the mill site. Irving said we had a question about when DBU comes and does the sewer line drill on the separate project, (while mobilized) if they could do this. They wouldn't be available again until 2019. This is to drill under Route 3 near the monuments. Irving hasn't received a quote from DBU yet, it won't be a big expenditure from the money.

Motion to approve the money allocated for by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- e. Discussion/decision of Recreation Commission letter of interest/appointment
1. Raina Gadwah
 2. Julie Boisselle - she put her name in because she was told there was no one else. She is fine with giving it to Raina.

Motion to appoint Raina Gadwah by: C. Wheelock
2nd by: M. Phillips, 2 in Favor - 1 abstained

- f. Discussion of Community Relations Coordinator –
Received a letter from Julie Boisselle asking about being a Community Relations Coordinator. J. Weagle said it would not be a Town position, it could be done on her own. It could be a liability to the Town. J. Boisselle said she would like to work with Robin Irving on the web site; with Becky Craggy on permits, coordinate with the Fire & Police Dept. when there are events re: regulations. She further discussed her ideas. J. Weagle said she can do it under the Beautification Committee. C. Wheelock asked her if she just wants to work on her own; Boisselle said yes to help coordinate all that's needed. N. Merrow told her to deal with the Trustees for anything pertaining to the Library.

- g. Discussion of Beautification sign by covered bridge – Julie – they want to put a sign near where the geese are; it won't be very big and on the edge of the grass. C. Wheelock asked if we want to feed them at all? There have been a number of complaints in the past about them. J. Boisselle said with the picnic tables in the area, people stop for lunch; it will just say do not to feed them bread.

Motion to approve the sign by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

R. Irving said she has been trying to get the signs on Route 110 and Route 3 removed. They are they are punky, their nasty and probably can't be

rehabilitated. We plan to keep them up until we can get some new ones. G. Cassady has agreed to take them down. J. Boisselle will get some quotes from Steve. N. Mero mentioned Ray Davenport had done some for the Library in the past. It was mentioned that she may have retired.

h. Discussion of Policy for selling tax deeded properties –

M. Phillips wants to let people know that we have a consistent process for taking property by tax lien and then putting it out for bid. He read the proposed policy -

The Board of Selectmen or an official appointed by the Board would adhere to the following practices when selling property taken by Tax Collectors deed.

- 1. Put the property out for min. bid based on total tax cost at the time, W/S fees interest and any costs incurred during ownership by the Town.*
- 2. Advertise in a local publication for 2 weeks and post on Town web-site the details of the bid invitation.*
- 3. If no bids are received for the established min amount. The Town will then list the property with a relator for a min of 6 up to 12 months. Base the listing price on the total taxes owed, interest, W/S, costs incurred including all relator and listing fees for the entire time the property is listed. Listing prices will be substantially higher than bid prices because of these commission fees incurred. There will be no negotiations for the terms of the contract with the relator.*

This policy is adopted understanding that all provisions of RSA: Chapter 8; Section 88, 89, 91 have been adhered to. It will be in effect the date of this directive.

M. Phillips further discussed the purpose of the policy. When buying property for back taxes, it's less than the cost to build it. When the cost of the relator is added on, it's still a good deal.

C. Wheelock asked if this would still allow us to work on a number that gets us the best that we can on a property. Phillips said, yes that's the idea. J. Weagle said it can be scheduled as a Public Hearing for the next meeting. When we sell a property, we can't make any money on it or it goes back to the previous owner or bank.

M. Kennett recommended sending it to the Town Attorney for review, as justice may require, it might need to go before Town Meeting. She wants to be sure that we are covered. J. Boisselle asked in the past when something has gone out to bid and we get a low bid, will this eliminate that. J. Weagle said it would be up to the Board and further discussed. M. Phillips we want to put out the message that this is our goal.

M. Stirling asked about the relator fee, is that part of the selling amount. Stirling said- you might want to write in the Boards right to accept a lower amount. Keep the options open, it might not do any good to list it. J. Kennett – asked about the fee – there is no fee incurred unless sold.

- i. Complaint received – Brooklyn St. – Courtney McLain, 30 Brooklyn St. – cars are driving on her lawn and the sidewalk in front of her home. J. Weagle said we are aware and are trying to take care of the situation.
- j. Request to use big ball field – Griffin Donald Kenison Softball Tournament; August 11 – August 13, 2017.

Motion to approve as we've done in the past by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

- k. Request to use covered bridge – Easter Services Methodist Church – Elaine Gray – Groveton & Stark Methodist Church's – April 16, 2017 – 6:00 am. Any and all are welcome to attend, followed by breakfast at Carter Hall.

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

4. Applications/Permits and Warrants:

- a. Current Use Application (1)
 - 1. Raymond Benoit & Joanne – Lost Nation Rd. 56 acres – 40 acres are in current use; adding 16 due to a recent survey.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
- b. Building Permit Applications (3)
 - 1. Tracy Morrill, 641 Lost Nation Rd.; repairing framing and roof on barn and possibly putting up equipment & running sheds. T. Bedell has signed
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
 - 2. Shadow & Amanda (Pelletier) Ramsay – Tearing down a garage and putting in a 30' x 30' concrete pad with a metal frame garage. T. Bedell has signed.
Motion to approve by: M. Phillips, 2nd by: C. Wheelock, All in Favor 3-0
 - 3. Northumberland Cemetery – New metal roof and vinyl siding. T. Bedell hasn't signed.
Motion to approve, contingent on T. Bedell signing and waive the fee by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0
- c. Veteran's Credit Applications (8)
 - Archie Lewis
 - Debra Simpson & Marguerite Gagne
 - Channie & Amelia Tilton
 - Greg & Lisa Marshall
 - John & Corinne Platt Revocable Trust
 - Randall S. Davis
 - Richard & Pamela Webster Revocable Trust
 - Tracey Morrill

Motion to approve the Veteran's credit as listed above by: M. Phillips

2nd by: C. Wheelock, All in Favor 3-0

d. Meeting Room Applications (2)

1. Speedway 51 – Job fair 4/8/17 – 10:00 – 2:00 pm –

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

D. Therrien rescinded application for the car show and parade; they are moving it back to the Speedway. Their goal is to be a good friend to the community and businesses. At the last meeting, there was considerable upheaval about the event last year. Joey is an avid businessman and doesn't want to cause any heartaches for the community. They appreciate the Board's advisement, but feel it's in the best interest to move it back to the track.

M. Phillips feels it could be worked out. Dick said they don't want to offend anyone. The idea of having it downtown was to enhance people to come into that area. With the expenses to make it work, it's the smart thing to do. C. Wheelock appreciates what they are doing, but feels it could have been worked out also. Therrien said agreed, but we don't want to have any issues, Groveton is a great community. There won't be any traffic and parking issues. It was neat having it downtown, it was an "event". M. Phillips said they are welcome to bring a proposal forward again next year, if they wish.

2. Groveton Ambulance Corp for a member that is retiring – April 9, 2017
1:00 pm – 3:00 pm

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

e. Non-Resident Transfer Station Permit Application (2)

1. Sally Hayen - renewal

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

2. Daniel Sckousen

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

5. Public Matters To Be Addressed By The Board:

a. C. Wheelock said he looked at the repairs on the egress for upstairs (at the Town Hall), we need to look at the standards and what needs to be done. The Board will ask T. Bedell look at it.

b. R. Irving said the Rabies Clinic is on Saturday, 4/8 – 1:30 pm – 3:30 pm at the Fire Station

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

Motion to go into Non-Public Session by: M. Philips
2nd by: C. Wheelock, All in Favor 3-0

Into Non-Public session at 6:57 pm

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

Non-Public Session adjourned at 8:18 pm

Into Regular session at 8:18 pm

Motion to "Seal" section b on the Non-Public minutes until
the Board unseals by: M. Phillips
2nd by: C. Wheelock, All in Favor 3-0

During the Non-Public Session, the Board discussed a personnel matter, property matter (minutes sealed), property matter – estate offer that was denied.

7. Adjournment:

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

Meeting adjourned at 8:22 pm

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