Town of
Northumberland
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Town of Northumberland
Board of Selectmen
Meeting Minutes - Draft
Date: Monday, August 18, 2025
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.

Board Members present: Jim Weagle, Al Rossetto
Others present: Andrea Miller, Kathy Wiles, Deb Miles, Pam Kathan, James Gibson, Pete Marshall, Norm Cotter, Melissa, Dano, Doug Dano, C. R. Wheeler, Judy Fox, Debbie Montgomery, Wayne Montgomery, Harriet Sanborn, Jodi Paradis, Kathy Frechette, Starlyn Dupont, Andre Brasseur, Dwight Berube, Sheila Smith, XX - ?, Ryan Shannon, Reginald Charron, Rebecca St. Cyr – Minute Taker

1. **Vice Chairman Opens the Meeting:** J. Weagle opened the meeting at 6:00 pm

2. **Pledge of Allegiance**: All

3. **Acceptance of the minutes for Aug.4 meeting**
   Motion to accept the Aug. 4, 2025 minutes by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0

   Motion to approve the June 25, 2025 & July 24, 2025 Non-Public meetings by: A. Rossetto 2nd by: J. Weagle, All in Favor 2-0

4. **Department Head Business: Ambulance and Fire**
   Andre Brasseur, Fire Chief: –
   Since we last met on July 21st, we had 12 calls for service.
   Five of those were to help the ambulance in some manner.
   Two were motor vehicle crashes.
   One structure fire at 82 Hillside Ave.
   2 calls followed at 82 Hillside 1) for steam and a week later 2) the pellets outside combusted.
   A mutual aid call for Stewartstown
   An Illegal burn.

   55 calls year to date, which is actually on par with last year.
   Saturday, we had our engines pumps tested and they passed. One needs new gauge, but other than that everything is good with that truck for the pumps.

   A. Rossetto said there's a form that we have to fill out at the Town office re: how many houses (structures) burned last year. Do you have any idea of that number? Andre believes it's one, but he will look it up to confirm.

   Jim Gibson, EMS Chiefs Report

1. 2025 as of this printing, we have had 280 calls for service to date.
2. 2024 on this date we were at 335 calls for service.
3. Comstar report as of 08/18/2025, new commitments as of July 31st, est. $162,358.72. This does not include payments made directly to the office or 2025 contract fees.
4. Both ambulances are up to date with no issues to report. Due for NH State vehicle inspections next month.
5. We currently have 2 EMT's in class updating to AEMT's and are sponsoring 1 new person that will be going to the community college in Littleton to obtain an EMT certification.

A. Rossetto asked if we have a program at the Town level to help with tuition? Jim said there are a few things through the State that we've been doing. Tammy was helping with it, it was a reimbursement program. He puts in the budget for at least one person to send to school. Right now, these are covered by grants We have limited funds through the Town. This is for employee's looking to further their education.

5. **Requested Agenda Matters:**
   a. Brookview water and sewer project Andrea Miller

Andrea Miller is the administrator for the CDBG grant for the Brookview project. She helps administer the money. She was hired by Tammy, she was the authorized official to sign off on the things that are official for the money. Since Tammy is no longer here, A. Miller is here today to authorize a new official on behalf of the grant.

> Motion to appoint J. Weagle as the new authorized signing official for the CDF / CDBG grant to fund the water & sewer infrastructure upgrades at Brookview Mobile Home Park. by: A. Rossetto
> 2nd by: J. Weagle, All in Favor 2-0

J. Weagle said this is a pass through grant, we applied for the grant, it only goes through the Town and goes right back out. There is a Public Hearing at the Sept 18, 2025 Selectmen meeting at 6:00 pm. Andrea will take care of the postings.

b. Weeks Clinic – J. Weagle said Weeks said they have a fire line for sprinklers going into their building, they do not. They have been charged for it and asked if it can come off their bill. We asked them to come to the meeting tonight, no one came. K. Wiles - we don't know how it came on the assessing card. We can do an abatement for this time, but they need to make the request to take it off. It could be a liability to the Town. Discussion continued regarding the issue.

c. Brooklyn Dam-- Pam Kathan advised that the week of Sept 8, 2025 they will be doing a slight draw down (lowering the water) for maintenance on the dam. R. Shannon asked if you are working with the other dam as well? How much water will that hold back? He's lives below the Weston dam. Pam said it might not affect him too much but she will have to ask someone at Weston.

d. Center of New Beginnings – We received a thank you from them for the Towns donation/support. J. Weagle read the letter which will be posted on the Town website.

e. Bridge Use — Small Private Wedding on October 4, 2025 – J. Weagle read the request from Sara & Cody Williams Approx 10 people, no decorations.
Motion to allow the small wedding on the bridge by: A. Rossetto

2nd by: J. Weagle, All in Favor 2-0

6. **Town Office Matters:**
   a. Glow Party – This is to confirm they have the insurance, they are all set. J. Weagle reminded about no vehicles are allowed on the ballfield.

7. **Applications/Permits and Warrants:**
   a. Zoning Permits Map
   1. Map/Lot #104-056-00-00 Passumpsic Savings Bank – replacement of existing roof with new shingles.

      Motion to approve by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0

   b. Abatements – J. Weagle read the detail on the notice from CNP for each abatement.
   1. 251-006-00-00 – Quartararo, Vincent & Sharleen – Previous: $326,670; Revised: $300,270
      Motion to approve the abatement by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0

   2. 247-002-09-00 – George & Sharon Kenison - Previous: $202,500; Revised $193,600.
      Motion to approve the abatement by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0

   3. 246-002-00-00 – Mark Degennaro – Previous: $164,800; Revised: $164,800 CNP recommends
      no change.
      Motion to agree with the recommendation of CNP to deny the abatement request for Mark Degennaro by: A. Rossetto
      2nd by: J. Weagle, All in Favor 2-0

   4. 234-004-00-00 – Viger, Gerard & Yvette – Pervious: $236,120; Revised $198,976
      Motion to approve the abatement request by: A. Rossetto
      2nd by: J. Weagle, All in Favor 2-0

   5. 214-029-00-00 – Michaud, Hector – Previous: $98,010; Revised: $70,910
      Motion to approve the abatement request for Michaud by: A. Rossetto
      2nd by: J. Weagle, All in Favor 2-0

   6. 104-220-00-00 – Guay, Monika – Previous: $89,700; Revised: $69,400. CNP
      Motion to approve the abatement request for Monika Guay by: A. Rossetto
      2nd by: J. Weagle, All in Favor 2-0

   7. 103-019-00-00 – Karstock, Tammy & Roy – Previous: $89,400; Revised $76,600
      Motion to approve the abatement request for Karstock by: A. Rossetto
      2nd by: J. Weagle, All in Favor 2-0

   c. Non-Resident Dump Permit - Eric Kinsherf – renewal
      Motion to approve by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0

8. ***Public Comment:**
   - P. Marshall – where do we stand with PD; J. Weagle said we interviewed a candidate for the Chief's position, it's looking very good. A. Rossetto said the agreement isn't complete yet. It's a highly qualified candidate. We give an update once complete.

- D. Berube asked if legally can you hire a Chief without a 3rd 2 selectmen – J. Weagle said we can with only 2 as long as we both agree.

- D. Berube – you mentioned that there was a 2nd candidate, was that person Interviewed? No, it was a verbal and he didn't follow through. Berube – what it the timeline? Jim and Al said we are hoping for mid-September.

- D. Berube asked what is the update on replacing sidewalks, it's been talked about for years and nothing seems to get done. J. Weagle said it's in the works, it's Fed's and State that have their own pace. We are waiting for money, they need to authorize to proceed. The project has been moved to 2028 – 2029. Al further discussed. Jim said it's all approved, we are just waiting on them. J. Weagle also noted that we found that it's needs to be double engineered.

- R. Shannon – is there an update on the 3rd Selectmen? J. Weagle said it's put back by a court order. Everyone that's interested needs to re-apply. It going through the Town lawyer by order of the Judge. There is a copy of the ruling in the Town Office, Library and on the bulletin board at the Town Office. D. Montgomery understood that the Judge would appoint, yes that's correct. This is new and unusual – there is no case law on it.

- S. Smith – Chief of Police – will it be part time or full time? J. Weagle said he will be a working full-time chief. Sheila asked if it's in the budget for a full-time chief. J. Weagle explained the rules for retired officers have changed and we have to go with full-time. A retired part-time Chief would have to give up his retirement. A. Rossetto said Peter was working 32 hours, which was the max based on the rules of his retirement. It's been changed and is less now. We need a chief to rebuild the PD. D. Berube asked if will we provide benefits. Yes, it will be a full package.

- Kathy Frechette asked if are you still taking applications for officers? No, we will let him do that. He needs to build the department at he wants it. We are not advertising, but if someone came in with an application, we would take it.

- S. Smith asked about the Town Administrator and Admin Assistant positions. J. Weagle said there haven't been any new applicants. We are working on a new way to advertise. H. Sanborn asked how far are we going out looking for applicants. J. Weagle said we were Statewide, the website and a couple papers. Now we are looking at putting them on a couple of the job search sites.

- A. Rossetto updated on the new storage building, we will be storing a new generator in there that is big enough to power the High School gym. Al further discussed the generator. We will also store the skid steer and some dirt in the building. A contractor that does spray foam in the area recommended spray foam the inside of the building. It's recommended that we put 3" on the inside to help reduce the amount of condensation on the inside of the building. Al talked to Reggie about the financing – there is a CRF for municipal buildings, it's approx. $5,000 for the spray foam. Al recommended doing this.

  Motion to approve Spray Foam for the interior of the shed with 3" of closed cell foam by: A. Rossetto, 2nd by: J. Weagle

  R. Shannon asked if they are sure there is money for this. The Board said yes. Discussion continued re: the spray foam.

  All in Favor 2-0

- D. Berube – what happens to the old laundromat? It will be torn down for a parking lot.

9. **Announcements:** Town Office will be closed Sept. 1, 2025 in observance of Labor Day

10. **Next Board Meeting Date:** Tuesday, Sept..2 at 6:00 p.m.

A. Rossetto noted at the last meeting Jim said the candidate that he wanted to contact had no financial experience. On page 3 of the applicants resume – Aug 2019 – present – Budget and Financial Management was part of the individuals job description.

11. **Non-Public Session: (Pursuant to RSA 91-A:3, II (a):**
Motion to go into Non-Public Sessin by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0

Into Non-Public Session at 6:41 pm.
a. Resident Matter
b. Employee matter
c. Police Chief position

Motion to come out of Non-Public Session by: A. Rossetto, 2nd by: J. Weagle, All in Favor 2-0
Roll Call: J. Weagle – Yes; A. Rossetto – Yes

Out of Non-Public Session at 6:48 pm.
Into Regular session at 6:48 pm.

Motion to deny the abatement request for Robin and Robby Reynolds – listen – A. Rossetto 2nd by: J. Weagle, All in Favor 2-0

12. **Adjournment:**
Motion to adjourn by: A. Rossetto, 2nd by: J. Weagle, All in Favor

Meeting adjourned at 6:50 pm

*Agenda is subject to change
**Deadline for Agenda items is 12:00 noon on the Friday before scheduled business meeting (by vote of Board of Selectmen at 7/11/2005 meeting). This deadline may be amended by the Board of Selectmen at will
(by vote of Board of Selectmen at 06/17/2024 meeting).

Respectfully submitted,

Rebecca St. Cyr, Minute Taker

Minutes approved by Northumberland Select Board Members on Sept. 2, 2025