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Town of Northumberland
Board of Selectmen
Minutes - Draft
Date: Monday, Nov 3, 2025
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.

Board Members present: Jim Weagle, Robin Irving
Others present: Chris Wheeler, Deb Miles, Nancy Merrow, Bill Baxley, Annette Cole, Kathy Frechette, Sheila Smith, Steve Heyliger, Glenn Cassady, Adriana Dano, Melissa Dano, Debbie Montgomery, Wayne Montgomery, Sara Kennett, Jason Hopps, ?????, Judy Fox, Kathy Wiles, Pete Marshall, Norm Cotter, Kevin McKinnon, Bonnie Auger, Michelle Randall, Andre Brasseur, Reginald Charron, Terri Charron, Anna Belanger, Rebecca St Cyr - Minute Taker

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

2. **Pledge of Allegiance**: All

3. **Acceptance of the minutes for Oct. 20th meeting**
   Motion to approve the October 20, 2025 minutes by: R. Irving
   2nd by: J. Weagle, All in Favor 2-0

   J. Weagle announced that we have hired Michelle Randall as the new Town Administrator. We are moving others around within the office – Romy McMann will be moving into the Executive Admin Assistant position, and K. Wiles will be hiring a new Deputy Town Clerk/Tax Collector. An ad has been posted on the web-site and in the paper.

   Michelle gave a summary of her background, currently she is a full-time employee with the Berlin Police Department, she is their senior dispatcher. She has been working with the Town as Administrative Assistant to the Chief of Police since 2017. In 2024 she started working at the town office assisting with assessing and whatever odd jobs they asked me to do. This summer when the PD closed, she was filling her hours at the town office with assessing, helping with water/sewer, and picking up the roles that I could. R. Irving added that Tammy Letson is still basically guiding Michelle and with her (Robin's) assistance so that we can move this forward as seamlessly as possible. Michelle will be starting as of December 1.

   There was a question about Michelle updating the web-site. J. Weagle said we are close, we need one more person to be fully staffed, then we will assign that position.

   K. Frechette asked if she has any experience with grants. Michelle said she has assisted, but that will come with time.

4. **Department Head Business: W/S and HWY**
   W/S – Reggie Charron, Superintendent
   - Since the water project has started we were pumping a lot of water, now we are averaging 160,000 gal/day or less that we are pumping. It's a historic low for the Town. The project has been doing very well.
   - LCR, the update for lead and copper ruling for DES / EPA mandates that have come out. We have a total of 772+ connections, 19 are galvanized and need to be replaced. We have found 523 of the 772

connections, 230 are unknowns that need to be found and accounted for. We had to have this to DES by November 1. By Dec 1 he will be sending out letters to every addressee of the 230 (or less) unknowns until they are completely off the list. He has a $60,000 grant from NHDES that will hopefully let us attain this accomplishment.

- Working on budget, waiting on getting some numbers, waiting on reports for recent expenditures to give us a good idea if the numbers are working for this year's budget.
- Looking at getting the paving started next week. State St. needs to be repaired, which was from a water break in January. We need to replace a hydrant, the insurance company did pay back the money to get it replaced.
- Waiting on Beattie to come in and knock down the old car wash building, which should happen soon.

Sewer Department

- Did the PFA sludge testing, he also had the lagoons depth checked. From 10 years ago, we haven't gained a lot, the deepest parts are approx. 2' deep. Sludge is accumulating in the ponds, typically they are dredged every 30 years or less. He got the info tonight and hopefully we will have some answers for our next expensive endeavor.

Robin asked what will prompt the sludge dredging, is it the depth or simply time. Reggie said the depth of the sludge will affect the volume which will affect the treatment. The ponds are roughly 5' deep, clay lined. The sludge isn't thick – it's fluffy sludge. It usually rounds out between time and depths. The biggest thing is the treatment. We will be looking at it in the next 10 years or so. Reggie further discussed the PFA's.

S. Durkin asked what he estimates it will cost. Reggie is waiting on getting more information, but we could be looking at $8-10 million (estimated only).

C. Wheeler asked where the sludge is dumped. Reggie doesn't know, right now the only way to get rid of it is incinerate it at 3,000+ degrees. He doesn't know, years ago when the mill was running, it was sent to Canada. Is wasn't PFA's at that time but other cancer causing products.

S. Durkin asked about the water and using less, what is that attributed to. Reggie – it was due to leaks, a lot of old pipes, etc. Discussion continue regarding the water leaks, the dry summer, the treatment plant not running and not having to do testing.

C. Wheeler – Reggie said there is galvanized pipe, is it on the Town side? Reggie said there are 15 on the homeowners side, he further discussed the main lines. The Feds are more concerned with what is on the homeowner side right now. EPA and DES is getting backlash on this. There is some stuff out there that still needs to be replaced that has lead that they are not paying for that. Chris asked who is responsible to pay for that? Reggie – it's the homeowners, we've sent out letters. We are doing our due diligence and spending our money. He wishes the politicians would get on it and get us more money. The PFA's are going to be a big deal as well.

S. Smith asked if someone has copper in their basement that goes out through the cellar wall, are they are ok? Reggie further explained the Town system, at the property line to the main line is the Towns responsibility. From the curb stop in is the responsibility of the homeowner. Reggie discussed an issue in Flint, MI. If he has a line that he can't find anything on, then he has to dig.

Highway – Glenn Cassady, Road Agent

- Working on back roads, the grader has been in. We've been working in between rainstorms.
- Randy is working on vehicles, changing oil, getting ready to put the plows on.
- Reid is working on 2 of the recyclables demo cans.
- Walked around on the hill project. He asked Kevin to grind Cumberland all the way to the trestle. To blend it in and put the base in. It will be paid for out of the paving budget.
- Glenn received a call (early am) when it was windy, trash cans where flying around, there were a few trees / limbs down. It was a mess. He called Randy in to help
- We will be cleaning the debris out of the storm drains etc.

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- Flowerpots and benches – do you want the Town crew to pick them up? J. Weagle said yes until we figure out what's going on with it. D. Montgomery asked about leaving the dirt in the pots, it's expensive. Will it hurt them to stay out for the winter and we can recycle the soil. Glenn explained what he does, he's never seen them split or freeze. Debbie noted there is one at the Meeting House and the Cemetery, He can put them in the facility there. He wants to make sure nothing is lost or broken.
- The Veteran banners, we need to get them taken care of and put up the holiday banners.
- Parking ban – J. Weagle said we are working on solution for this. Glenn said there has been one car removed already. He looked up the RSA and if we are relying on the State Police – give them the plate # and they will handle. Glenn offered to volunteer to put flyers out, State St. has been the worse. The notice has been posted in the paper, on the website and on the street. Jim and Glenn further discussed another issue.
- Salt – Glenn had to get it, he had A. Rossetto sign the agreement to get it in. He went with Cargill – they are in St. Johnsbury - $110.00/ton. The other vendors are from the seacoast, they use sea salt, which is high is moisture and it doesn't work good. With the tariffs, the salt has increased $13.00 per ton since last year. He's ordered a couple loads so far. Glenn had talked with Tammy before she left and talked about getting more out of reserve funds to purchase more. It's approx. a $10,000 increase from last year.

If the Board will handle the parking issue – that would be great.

5. **Update on Hill Project:**
Kevin McKinnon asked K. Frechette when would be a good time to fix her property, they agreed on a date and time. Kevin reviewed the project: we finished Maple St. for W/S, went to Pinette, and ran the w/s mains there. The temporary water is all disconnected except on Pinette – there are 4 houses there. We've been doing the grinding, Did Cumberland today, Maple to High St. and tomorrow will do Pinette and upper Maple St. The roads will be graded a couple more times and rolled. Next week we will be paving, putting on a base coat, next year will be a finish coat. Added some new drainage on Maple St., it's not completed yet, will be working on that the rest of this week. Kevin further discussed what they did for drainage The lawns will be fixed in the spring. J. Weagle said there will be a pump station on Cumberland St., near the RR tracks but on Town property. The sewer line on Cumberland St. from Maple St was backwards (towards the river).

C. Wheeler asked if you are doing anything about Grand View Dr. this Fall? Glenn said yes, when they pave he will ask them to put some asphalt in the holes, dump it, back drag it, and roll it out. J. Weagle said depending on funds and how everything works out, Grand View might get done next year.

A. Brasseur asked about the line that ran through the RR right-of-way, Kevin said it's been abandoned.

C. Wheeler discussed the RR crossing, he spoke with the person that fixed the crossing light, he said it wasn't paved correctly 2 years ago, it should have been 4" instead of 2". The RR did that! Chris asked if a letter be sent to SLA ask them about it? J. Weagle commented that we tried on another issue with no luck. The local guys have been very good and helpful. SLA no longer owns the line, it's a company out of Florida.

R. Irving asked about the paving; are you up against the asphalt plants closing? Yes, they close at the end of next week.

6. **Requested Agenda Matters:**
Steven Heyliger, Surveyor – Charles Tetu, 406 Route 110 and family asked him to do a survey a few years ago. He was concerned with DOT trucks using his driveway, he went to the DOT and they produced a map that shows they owned it and did not remit ownership of the old section of Route 110 before it was reconfigured in front of his house. They stood by that for approx. a year. Heyliger talked with a Titling Attorney who said if it wasn't originally taken in fee when the road was established then it would revert back. He heard from them in June, they couldn't prove that it was taken in fee either. The State's take on it was if it wasn't taken in fee it reverts back to the Town. Charlies family would like to sell the property but it's a cloud on his title and the family wants to get it cleared up. J. Weagle asked Steve to have them do an official letter and we will give it to our attorney. Steve asked if it has to go through Town Meeting? It will depend on what counsel advises.

7. **Town Office Matters:**

8. **Applications/Permits and Warrants**:
   A. **Zoning permits (2)** –
      1. Map/Lot 104-248-00 – Roger Chauvette, 8 North Ave. – tear down and replace garage, new windows, siding, roof on the house.
         Motion to approve by: R. Iving, 2nd by: J. Weagle, All in Favor 2-0

      2. Map/Lot #104-106-00-00 - Jason Hopps, 82 Hillside Ave. Thomas Lurvey is doing the work, tearing down the remainder of the burned house. R. Irving asked if the demo is required by the Town ordinance? J. Weagle said it's in a different thing, this is just for tearing down.
         Motion to approve contingent on the Zoning Inspector signing by: R. Irving
         2nd by: J. Weagle, All in Favor 2-0

   B. **Timber Warrant (1)** –
      1. Yield tax $3,362.45
         Motion to accept the Yield Tax by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0

   C. **Abatements (2) -**
      1. Map/Lot 107-099-00 – Weeks Hospital – fire line fee - $750.00
         Motion to approve by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0

      2. Map/Lot 104-033-00 – Sewer only – Groveton Pool $5,400.00. Agreement between the Rec Dept and the Town.
         Motion to approve by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0

   D. **Trapping Permit (1)** –
      1. Beavers, Jacob DeBow is the trapper, he works for the State. This is for the Town.
         Motion to approve signing the permit by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0

9. ****Public Comment:**
   - P. Marshall – spoke about the Veterans Day program the Elementary School presents. It started out that it would be in the Town meeting room and now it's at the Gathering Place. His great grandson asked him to go, but now the Kindergarten isn't going due to no room. He asked why the gym at the High School couldn't be used? J. Weagle said that's between the schools, he doesn't know. The Legion is handicap assessable, but the students would need to be bused. C. Wheeler asked why the Church isn't ADA compliant. They are because they have a chair lift. The Gathering Place doesn't have the space either, not sure where they are going. N. Merrow noted there isn't room there either, when we have a social event we hardly get 40 people in there.

   - Anna Belanger – The Fall Festival scheduled for November 1st was postponed due to the inclement weather. We want to reschedule it for Nov 15th. Plus, we are including hayrides. They have the insurance updated.
     Motion to approve Nov 15th as the new date for the Fall Festival by: R. Irving
     2nd by: J. Weagle, All in Favor 2-0

     J. Fox suggested having a rain date when they ask, shouldn't there be a rain date? J. Weagle said going forward we are going to ask for a rain date to be included. The Trick or Treat that was scheduled didn't seem to happen. It was noted that a few were parked at Diane Daley's. Judy noted that when it posted and doesn't happen, it doesn't make our Town look good.

   - S. Smith asked if J. Weagle has received the $75.00 requested for the volunteers. J. Weagle said it will be paid, he didn't have a date. He talked with Courtney, it's all set.

   - S. Smith regarding the Oct 20 minutes without any changes. Sheila asked about the section re: $15,000 that was donated by the Conservation Commission for the train. When a bid is accepted with the money be

given to the Beautification Comm for disbursement? J. Weagle said the bills get submitted to the Town and the Town pays them. C. Wheeler – there haven't been any bids received, do you know exactly how much money is for the project? J. Weagle said approx. $17,200. R. Irving asked if a bid isn't received before the end of the year will that need to be encumbered? No, it's now non-lapsing.

- B. Baxley asked about Non-Profits at the last meeting, Robin was going to research this. Robin said she did research and it is legal for any organization can take, it doesn't have to be non-profit. Bill asked if they say they are non-profit and receiving money it that legal? Robin noted they don't need to be non-profit to take money. J. Weagle noted that if you say it's tax exempt, then it's against the law.

- J. Fox – the POW flag at the monuments is shredding; T. Charron will get it taken care of.

- D. Montgomery asked about draft for the minutes (for any meeting), how does the public get a copy of the draft before they are approved? Once you approve the minutes, how do people question the minutes because they really don't have access to them. J. Weagle said when the minutes are available you can request at the Town office for a copy. The minutes are not verbatim; we don't take comments unless there is something that is a glaring mistake, any corrections are amended to the minutes at the next meeting.

  N. Merrow said the minutes were coming through on the website, now they are not being posted. The only thing there is the agenda's. J. Weagle explained that we can't do it consistently with all minutes right now, so we chose not to post them until we can get a consistent flow.

  W. Montgomery – didn't you say that the minutes don't need to reflect what goes on in the meeting? It doesn't have to be in detail. R. Irving said status allows for issue and conclusion. K. Wiles commented that Technically it just needs to be the motion and the vote. Per 91A – we make they available, by the date required. We don't have to publish them, we don't have to post them. It needs to reflect the what the issue is what the conclusion was and the motions were – that's it. J. Weagle added that at the Selectmen meetings we don't have to allow public comments, there are some Towns that don't. The minutes must be available by the end of business on the 5th business day after the meeting.

  W. Montgomery asked where do we stand on the PD? J. Weagle said we are trying, it's hard to get people to come here. We might have an announcement at the next meeting re: a part-time officer.

10. Announcements:

11. Next Board Meeting Date: Monday, Nov 17, 2025 at 6:00 p.m.

12. Non-Public Session: (Pursuant to RSA 91-A:3, II (a):

Motion to go into Non-Public session by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0
Roll Call: R. Irving – Yes, J. Weagle - Yes

Into Non-Public session at 7:11 PM

A. Employee Matter
B. Resident Matter
C. Resident Matter

Motion to come out of Non-Public session by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0

Out of Non-Public at 8:25 pm.

Into Regular Session at: 8:25 pm

No further business was discussed.

13. Adjournment:

Motion to adjourn by: R. Irving, 2nd by: J. Weagle, All in Favor 2-0

Meeting adjourned at 8:25 pm

Respectfully submitted,

Rebecca St. Cyr,
Minutes Transcriber

*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).