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

Board Members present: Robin Irving, Jim Weagle, Al Rossetto
Others present: Deb Miles, Britannia Jurentkuff, Glenn Cassady, Sheila Smith, George Kenison, Judy Fox, Annie Azarloza, Jim St. Jean, Jay St. Jean, Kathy Wiles, Dean Wiles, Kathy Frechette, Anna Belanger, Ryan Shannon, Tina Lunderille, Nathan Smith, Cindy Smith, Reggie Charron, Andre Brasseur, Pete Marshall, Terri Charron, Norm Cotter, Rebecca St Cyr – Minute Taker

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

2. **Pledge of Allegiance:** All

3. **Acceptance of the minutes for Sept. 15Th meeting**

   Motion to accept the Sept. 15, 2025 minutes by: A. Rossetto,
   2nd by: J. Weagle, 2 in Favor – 1 Abstained

4. **Department Head Business: Highway & Water/ Sewer**

   Highway – Glenn Cassady, Road Agent
   - September was State Inspection month – Randy was busy getting the fleet done.
   - Drained and closed up the pool.
   - Put up the winter sand pile.
   - The new garage is complete, moved the equipment from the car wash into it. Started demoing the car wash, removed all the doors, removed the steel roofing and the trim.
   - 2 doors were purchased for the Town Garage, we had them put in. This was approved in the budget.
   - We ordered/received the chains, bearings and sprockets for our big sanders that go in our big plow trucks. They were five years old, the stretch bearings were gone. One sander is complete, almost done with the second one.
   - Salt contract – haven't received one from Barrett yet, but has received 2 others. We have enough left in the shed to start the season. Glenn wants to meet with the Board as we get closer to the end of the year, to see how the end of the year budget is. He would like to purchase some salt and has enough left in his budget for two loads. Sometimes that will get us into the next fiscal year, but last year we had 7 or 8 loads in the shed.
   - Did some work at the Town office on the decking. Took the AC units out and moved them to the basement.
   - Changed out the muffin monster.
   - Will start brush cutting on the backside of the river tomorrow.
   - There are a couple of stones at the cemetery that moved. We need to lift up the base stone and put some good material and gravel level them up.
   - Glenn attended a couple of the meetings the water/sewer project, its going good.
   - The grader will be coming in the next couple of weeks. The backside of the river and Page Hill will be done.
   - We will be picking up the flower boxes and benches soon.

- Paving – we haven't done any yet because we didn't know how all these projects and all the funding was going to go. If we don't use any of our $100,000, Glenn thinks it would be rolled over for this fiscal year. Will see how things go next year. We could possibly pave all the side streets to blend it all in with everything.

We are taking care of things as they come up. Andre wanted say thank you to Randy and the Highway Department for your help Friday afternoon. Glenn will pass it on

Water/Sewer – Reggie Charron, Superintendent

- We are seeing some big changes already with the hill project. By going to temporary water, we are saving over 70,000 to 100,000 gallons of water a day from pumping. At one time we were at approx. a 50% loss we're back to our all-time historic low of 25 to 30 if that. That's a big achievement, when residents start getting bigger bills, please think of that. Things are going very well on that hill project.
- We were awarded a $60,000 grant for the lead line inventory, which is no match, no payback, no nothing. This helps with finishing up that inventory for EPA.
- We've been getting the fire hydrants winterized. The cemeteries are down, the lines have been blown out.
- Keith has been working diligently with Reed to finish up 3rd quarter water meter readings.
- Hill project update - the houses on Cumberland are approx. over 3/4 done. We are working diligently to get them hooked up to not worry about water freezing. They'll be getting rid of the temporary water within the next month, if not sooner. Finishing the w/s on Pinette St. right now. Reggie is happy that we are all the way to the end of Cumberland, all the way up to the top of Grandview, up Maple and we got High Street done. That will only give us First, Crow Hill, and Grandview Drive for next year. Reggie reviewed the paving, we really need to get Grandview Drive done, hopefully going to do that with money that we have, he further discussed funding.

Sewer

- Town wide cleaning has been done, we had 40 hours allotted, we got it done 2 hours less this year than year. Thanks to the Fire Department and the pumper, we had the water truck right behind us, so we're not wasting over a day's time. We're saving huge amounts of money on that. We also did Northumberland Village sewer system. We got that all cleaned up in three days.
- Sample testing - this month alone, Reggie had 12 DMRs going out to the EPA. We had to do toxicity testing, PFAs testing, chemical monitoring, lagoon sludge testing, lagoon profiling. The EPA is putting all the responsibility on little municipalities. Eventually we are going to have to clean the lagoons. He is waiting for the report because we had to do another mandatory profile of the lagoons last week. We'll see what the changes are since 2014. The grinder we just replaced helps a lot, it allows things to settle and biodegrade in the ponds so you don't have as much sludge. He sent out sludge samples to an outside contractor to start looking and preparing for what we may be looking at for cleaning them out. We've talked about this for the last couple of years. Since Reggie got on board we never had a fund set up for saving money yearly in an CRF for that purpose. We've been putting approx. $50,000 / year into a CRF, it should be more.
- The old car wash is all set to be torn down – Beatties will be doing that soon.

Thanked Glenn, Bart, and Keith for their help on the aerator and grinder.

R. Irving noted that next week there is an online meeting with DES on the LS line. Reggie is aware, he has the engineer working with him. He was supposed to have an agreement for the Board tonight. Reggie has already done ¾ of the work. The grant money needs to come where it needs to and not just to the engineering firm. Then engineer has drafted a scope which is subject to change.

K. Frechette asked if they will fix lawns this fall or in the spring. Reggie thought it would be in the spring.

Deb Miles asked if there are any water restrictions?. Reggie said no, right now everything's staying even keeled. We're at an all-time low, which couldn't be better timing. We used to pump out almost 275,000 gallons of water a day, right now we're at 160,000. So, we're doing very well.

5. Requested Agenda Matters:

A. SAU 58 Superintendent Introduction – Annie Azarloza
Annie introduced herself as the new Superintendent of SAU 58. She gave an overview of her education and employment history. She has been in NH for approx. 2 years. Started education in Miami, when moving to Mass. she has taught elementary, high school, middle school. She has served as principal at all levels, as an Assistant Superintendent. She moved to Worcester, MA, a very large school district with approx.. 25,000 students. Then she moved to Rochester, NH and was Superintendent there.

She is excited to be in rural education, she lives in Littleton, is happy and excited to be here.

S. Dupont re: social media. Annie - they hired a search firm, she was one of the candidates and hired. Change of course is hard with past practices, she wanted to make positive changes. Change is hard and people want to keep past practices. But we need to be compliant. Compliance isn't negotiable.
Starlyn asked about gender confusion – the children need to focus on education. Annie – she doesn't see that as issue right now.

R. Shannon asked what are your plans for the ratings of our school district? School Digger. Annie – School Digger really focuses on a very small amount of factors that contribute to school district performance. So, I'm looking at everything. Not only at the performance or achievement scores, but the opportunity gaps, closing those gaps for children with special needs and our students that are struggling. It's the climate of the building. Are students engaged in their classes? Do they feel like they're confident enough to take those academic risks? You have to make sure that you have children in class that want to be in class, that they feel the joy of learning. It's not just test scores, it's important because we're held accountable to that one score, but it's not everything. She is going to address that and wants to make sure that I address the different growth opportunities in the district. Achievement gaps are our equity gaps, making sure that our students with special needs are making progress, making sure that our students that are struggling that may not have special needs are also making progress. But it's also about the children that are doing great, we're going to challenge those students too. We really want to address all of the children, all children matter.

Ryan asked if there is a contract with the Town – Yes – it's a one year interim contract until June 2026. She is located at 15 Preble St. in the SAU office.

6. Town Office Matters:

A. Properties going to Auction – JSJ Auctions, Jay, and Jim St. Jean. We were here in January and signed a contract to conduct the sale of the tax deeded properties, then Tammy left. So, we're here to try to get this back on track and see if we can schedule an auction this fall or in the spring. Kathy had some questions for us, you can go through them now and we can give you some options for the best move forward.

K. Wiles asked if the properties go to auction and the bid is accepted, who does the paperwork? Usually, the Town Administrator does that. St. Jean said - You can use our attorney at no cost to the Town. In the packet JSJ provided, there is a list of requirements that the Town needs to do. We need a contact for the Town; they have a list of properties that was received from Tammy, when we have the authority to go, we need 5-6 weeks to get ready. We have a couple Saturdays open the end of November. The Saturday before Thanksgiving is the last Saturday he does one. December isn't recommended. Al asked if it makes sense to postpone until spring or should we move forward sooner. St. Jean said if you can get everything ready in the next 7-10 days for the November 22 date he would go for it, if there is any doubt – wait until Spring. Al commented based on what they need from the Town, it will need to be in the Spring. Robin noted that when Becky Craggy was doing this it was time consuming. It was in process but someone needs to go through everything. We will wait until April.
R. Shannon asked where the properties are. J. Weagle reviewed the list; off Alice Drive on Route 3, 7 Bearce, 44 Winter, another Winter St., 18 Rich St., corner of Second & Hillside and 61 Winter (non-buildable lot) - 2 are multi owned properties. JSJ Auctions said it will be on their web-site when it gets closer.

B. Video surveillance - Proposal

J. Weagle, we received proposal from our security company to add surveillance near the gazebo. Cameras would be located on an adjacent building. $1,346.76 – fully installed.

Motion to approve the proposal for video surveillance proposal at the gazebo by: A. Rossetto

R. Irving asked where the money will come from? J. Weagle is will come out of building maintenance.

2nd by: R. Irving, All in Favor 3-0

Discussed ensued regarding the equipment. G. Kenison asked how many cameras – There will be 2 – 4 channel cameras.

C. Trust Fund Transfers - Getting them signed will be done on or before Dec 15th.
Motion to approve Article 5 by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 6 by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – PW& Equip CRF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Road Maintenance by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Municipal Building CRF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Sludge Removal ETF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Ambulance Equipment CRF by: A. Rossetto
2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Ambulance purchase CRF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Legal CRF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Town Celebration CRF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Fire Vehicle and Equip CRF by: A. Rossetto
2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 7 – Asset Revaluation ETF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Motion to approve Article 8 – Technology ETF by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

D. **82 Hillside Ave Fire –**

Legal Matter – J. Weagle wanted this moved to Non-Public. Al said he called the Town Attorney and he said no. J. Weagle said this is a notice from the property owners to have the property cleaned up. Al commented this will start the process to get it cleaned up. The RSA that governs this is 155B:2. Al read the notice, we are putting them on notice that this needs to be done. R. Irving asked if the notice just provides notice of what the RSA is or is there a statement of violation. There is a statement of violation and fine. This is the first notice of violation. R. Shannon asked what the time frame is: 14 days. K. Wiles noted that it will be served by the Sheriff.

Al said we have to give them 14 days, if it's not done then we have to get a court order. J. Weagle read the notice. If they come in and request more time, we would need documentation that they are requesting it. R. Irving commented that are 2 places to file – with the Town and the Court. When you get to the point of a court order, they take control.

Ryan asked if the property owner will be able to rebuild on the property. J. Weagle said they can as long as a previous structure was there. Discussion continued regarding the property. A. Brasseur – He can't burn the building to ground. There is no way to make the building safe. R. Irving said that Andre as fire chief he could give them recommendations of what you want. K. Wiles said we have been in contact with AVRRD to see what can and can't go and getting it tested.

S. Smith asked if this is on the property owner or the Town? J. Weagle said the Town can go in and clean it up and put a lien on the property.

7. Applications/Permits and Warrants:

A. Zoning permits (4) –

1. Map Lot 104-235 – 11 Pinette St, 20' x 48' garage converting to a single family dwelling, 2 bedrooms, 2 bath and loft. It has existing town W/S connections.
   Motion to approve the conversion by: A. Rossetto, 2nd by: J. Weagle, All in Favor 3-0

   G. Kenison asked who will be responsible for making sure the work it's done to code. Al said we were giving out building permits w/o doing inspections; and paying the assessing firm to do the pickup's. Other towns in the State that were using a building permit that got sued. We changed Al's title to a Zoning Permit and further discussed. J. Weagle reviewed the wording on the permit; it's up to the property owner to make sure it's up to code. G. Kenison – if there is an obvious violation who steps in? J. Weagle said the State. S. Smith asked about requesting proof from the contractors, we have never requested it.
   R. Shannon commented that in the state of NH there are mechanical inspectors that can come out and do all that.

   2nd by: R. Irving, All in Favor 3-0

2. Map Lot 246-028 – Shawn and Robin Gray, 359 Page Hill Rd. 190 sq ft building for a studio, no w/s, but electric and heat.
   Motion to approve by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

3. Map Lot 104-152 – Jim and Lisa Tierney – replacing the roof.
   Motion to approve by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

4. Map Lot 256-002 – Lost Nation Rd.,
   Motion to approve by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

B. Intent to cut (1)
Map/Lot 102-005 – Property is in back of the MOM's property – J. Weagle reviewed the cut, Brian Dowland is the cutter.
Motion to approve by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

8. **Public Comment:

- Al – Paul Perras called and advised that one side of the demo can has rotted; he contacted Rotten Rock Welding and Robert Davis Welding to see if they would come out to inspect and submit a quote for repair.
- Al asked S. Dupont if there will be a bouncy house at event she is planning on Nov 1. Starlyn said no, there will not be a bouncy house. Al also asked R. Shannon if he is having the Town added as additional insured. Ryan said it's in process. Even if Ryan covers it – the Town still can be liable. Al called Primex, they have a list of things that they do not cover. So, if they have something that Primex doesn't cover on Town property the Town also has exposure.
- R. Shannon asked about the Town Celebration, what are we doing about it? It's a couple of years out, we are not sure yet. The country's is next year. We started the CRF so there would be money for something.
- G. Kenison asked what's going on with the Police Dept. The Board said it's still being discussed.
- S. Smith asked if we have gotten any office help? J. Weagle said no. R. Shannon asked if we are advertising. J. Weagle commented now that we are back to a 3 member board, we are going to talk about that.

- Ryan asked about the ammunition, is it all accounted for? J. Weagle said yes and noted that the ammunition line doesn't only include ammunition. It includes the guns, it includes ammo, it includes a lot of stuff. We're going to work on breaking that out better in the future. because a lot of people have had questions.
- J. Fox and the Public welcomed Robin to the Board.
- A member of the public in attendance wanted to know who is handling 91-A requests that would normally be handled by the PD. She has called the State Police and they advised that the Town handles them. I called last week and haven't heard anything back, it's kind of important to get. J. Weagle said to leave your number at the Town office and someone will get back to you. She said she had already done that. It needs to go to the liaison for the PD. A. Rossetto asked her if she has filled out a 91-A request? She talked with someone about doing it. A. Rossetto said to stop in and fill out a 91-A request and we will do our best to get it to you. The Town has to respond within a certain amount of time to say what we are doing. K. Wiles said she has taken written letters with the name address and phone # and what they are looking for.
- K. Frechette asked about the status of the State Police coming in. J. Weagle said it's in the works, we signed a contract and it has been submitted.
- A member of the public in attendance asked if going forward is the Board in a position for holding the PD accountable for their actions, lying on sworn statements, etc. J. Weagle said no, there isn't anything we can do because they have all moved on or retired. Jim - We are trying to hire a Chief that's not from the area. Al – It's been hard, we are trying. Town government and proceeding are complex. Resident – when hired, maybe have a public hearing or social to meet the new Chief, it's a way for the Towns people to be heard.

12. **Announcements:** Town Office will be closed Monday, Oct 13th for Columbus Day and Tuesday, Oct 14th for training

13. **Next Board Meeting Date**: Tuesday, Oct 20th at 6:00 p.m.

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

Motion to go into Non-Public session by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0
Roll Call: J. Weagle – Yes, A. Rossetto – Yes, R. Irving - Yes

Into Non-Public session at 7:13 pm

A. Employee Matters -
B. Resident Matter -

Motion to adjourn the Non Public Session by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Out of Non-Public at: 8:52 pm

Into Regular session at: 8:52 pm

Motion to approve additional responsibilities to job description and increase employee's pay to $1.50/hour for 6 months. Then increase (.50) to $2.00/hour if performance is satisfactory by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

No further business was discussed.

15. **Adjournment:**

Motion to adjourn by: A. Rossetto, 2nd by: R. Irving, All in Favor 3-0

Meeting adjourned at 8:54 pm.

Respectfully submitted,