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Town of Northumberland
Board of Selectmen
Meeting Minutes - Draft
Date: Monday, July 20, 2026
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.

Board members present: Jim Tierney, Al Rossetto, Wayne Montgomery
Others Present: Melissa & Doug Dano, Kathy Wiles, Kathy Frechette, Judy Fox, Chris Wheeler, Nicole Merriam, Bart Merriam, George Kenison, Mark DeGennaro, Ben Hickey, Ashlyn Kenison, Mike Simino, Charles Boisclair, Eric Bown, Bob Roby, Pete Marshall, Jim Gibson, Debbie Montgomery, Mario Audit, Deb Miles, Christine Brann, Kyler Kenison, Romy McMann, Richard Archer, Wanda Cloutier, Melinda & Joseph Kennett, Andre Brasseur, Rebecca St. Cyr - Minute Taker/Transcriber

1. Chairman Opens the Meeting - J. Tierney opened the meeting at 6:00 pm

2. Pledge of Allegiance - All

3. Acceptance of Minutes: Monday, July 6, 2026 & Monday, July 13, 2026

   Motion to accept the July 6, 2026 minutes by: A. Rossetto
   2nd by: W. Montgomery, All in Favor 3-0

   Motion to accept the July 13, 2026 minutes by: A. Rossetto
   2nd by: W. Montgomery, All in Favor 3-0

4. Department Head Business: AMB / PD / FD -

   Ambulance - Jim Gibson - EMS Chief
   1. 227 calls for service in 2026 as of noon, compared with 243 on the same date in 2025.

   2. Reported a Comstar amount of $114,650.79 as of 7/16/2026, excluding direct office payments and 2026 contract fees.

   3. All ambulances were up to par with no issues to report.

   4. Working on the New Hampshire RAND informational survey related to Medicare, Medicaid funding, and ambulance application costs, identified as SB 245, it's due August 28. Jim G. also described renewing New Hampshire and Vermont service licensing, preparing both ambulances for state recertification, inventorying supplies, and replacing or updating required equipment.

   5. Noted continued staffing difficulties, with Jim G and Trevor often working extended shifts. He explained that recruiting is affected by the lack of a traditional single-building setup with sleeping accommodations, bathrooms, and related facilities.

Still working to figure out the building situation. - See discussion below.

Police Department - Chief K. Kenison

- There has been a rapid increase in calls for service, approaching 200 calls in the prior two weeks. He said the department consists of three officers and that all were operating with no breathing room, though still working as effectively as possible.

- The department handled a large event at the racetrack over the weekend with close to 3,500 people, including a memorial race, a club event, and an ATV tour, with no issues. He noted that State Police were in the area as well. Chief Kenison discussed expectations for respectful interaction with officers and warned that assaulting officers would not be tolerated. He emphasized the department's workload and safety concerns, including incidents involving spitting on officers.

- The second squad car was scheduled for upfitting on Friday and would be unavailable for about a week, after which the department expected to have two vehicles in service.

- J. Tierney raised concerns about bicyclists obeying stop signs. Kyler confirmed that bicyclists must follow traffic rules and discussed enforcement of helmet use for youth riders. J. Tierney described a bicyclist running a stop sign on Bearse Street, nearly causing a collision. W. Montgomery suggested placing an article in the paper about bicycle rules, helmets, and stop signs. Chief Kenison said the department carries helmets for children, but some are later found discarded. He agreed to add a public service announcement through the Colebrook Chronicle.

- Chief Kenison addressed staffing and hiring questions, explaining that the department currently has three officers and wants to build a command structure before hiring additional patrol officers. He said the current budget is limited because the town previously did not have a police department, and stated an intention to request a budget comparable to the former police department budget. Discussion ensued whether officers sent to the police academy could be required to stay or repay costs; J. Tierney stated Town council had previously said such agreements were unenforceable, while M. Kennett recalled a prior reimbursement arrangement. Chief Kenison said due diligence in hiring should reduce that risk and emphasized hiring full-time officers that are invested in Northumberland.

Fire Department - Andre Brasseur, Chief

- Since the department last met on June 15, there had been 7 calls, bringing the year-to-date total to 41 calls, two fewer than the same time the previous year.

- Andre presented a quote from Supreme Seal Coating and Line Striping for work at the firehouse, including crack sealing, seal coating, line striping, and repainting interior firehouse lines for free. The total quoted amount was $1,788. J. Tierney asked Andre to provide a printout to Romy so the Board could review the quote and available budget. Andre explained that the department may be able to defer some new equipment purchases if needed.

- Andre noted that the showcase, parade, and the bike event all went well.

5. Requested Agenda Matters:

6. Town Business:

   a. Cash Policy Adendum Review - There are 2 departments that take in money on a regular basis. The addendum will be added to the cash policy. 1) Pool and Rec, 2) Transfer Station. It's just to keep a record of what they are taking in. It will be filled out and turned in with the money. Both of the Dept heads have agreed to it. Al asked if it should have a date on the form and the person's name that's doing it. J. Tierny said we are starting easy to get them used to it. Right now, we are trying to get it on a sheet.

Romy said we will add the date, it was an oversight. The Rec has been using it, and it's been working well. Al added that he's the Select Boad rep for the Rec Comm but doesn't know when the meetings are. Wanda will be sure to let him know. Eric suggested posting the meeting at the office, Wanda will get with Romy on that.

Motion to approve the cash policy addendum review by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

b. Town Complaint - Construction on hill - J. Tierney said we received a complaint regarding the construction for the Hill Project. No name was given. There was concern re: how they are leaving her property. Jim T. read the complaint one item was a piece of steel that was left on the lawn. Jim noted that you can call Reggie or speak with one of the workers up there. Kevin McKinnon is on site everyday as well. If the lawn is torn up it will be fixed when they are done.

7. Applications/Permits and Warrants:

a. Zoning Permits Map/Lots:

#237-031-00-00 - Rick Archer - carpentry, insulation, electrical, drywall, plaster, paint, flooring, siding, paving, and a new deck, with contractors to be determined. The fee had been paid and the permit had been signed.

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

#105-022-00-00 - Matthew & Tracy Tedone - second-floor main bathroom renovation, including demolition of the bathroom, tub, toilet, vanity, shower, floor tile, fixtures, and related work, with no increase in square footage. The fee had been paid and the permit had been signed.

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

#215-001-00-00 - Cumberland St. concrete footings for a 36' x 72' Quonset hut for tractors and other equipment, solar panels for lights, no grid connection, approximately 30 solar panels, and house backup. The fee has been paid and the permit had been signed. The applicant will be contacted to provide information about a possible $10,000 assessed-value exemption for solar panels.

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

#104-058-00-00 - Deb Miles, State St., to take down a chimney to the roof and rebuild and line it completely, and to take down the outside chimney and repair the roof and siding. The fee is paid and the permit had been signed.

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

#104-059-00-00 - Deb Miles, 32 State St., to repoint the chimney. The fee is been paid and the permit signed.

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

#229-007-00-00 - Steven Collins, 8' x 24' shed off the existing barn, meets setbacks, Fee Paid

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

J. Tierney noted that we need to change the title on the permit forms to Zoning Permit and not Building Permit. Romy commented they are finding them online just by googling - Building Permit.

b. Non-Resident Transfer Sticker -

#225-005-00-00 - Marcy & Bryan Ventresca - Fee paid

Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

c. Abatement:

#211-008-00-00 - from Monica Hurley - recommends abating a residential lot .49 acre on Ball Rd. The property record has been updated. Added the value of the solar, recommends abating from $65,750 down to $29,750. K. Wiles has the original documents, there are 24 and not 36 solar panels. She said the deadline for this was actually July 6. Kathy added her original request was for 24 approx. $20,000,

Motion to table until the next meeting by: W. Montgomery, 2nd by: A. Rossetto, All in Favor 3-0

8. **Public Comment:

- G. Kenison had a question for Michelle in regard to RSA 673:1e He would like some feedback on it. He emailed the Board, they hadn't reviewed. There are 3 other RSA's under the one he's been looking into.

- P. Marshall thanked the Ambulance Corp and the PD for doing a wonderful job getting his wife to the hospital.

- M. DeGennaro asked who the Town Administrator reports to? Jim T. said she reports on to the Select Board, one of them can't order her to do something, it takes 2 of us. Mark asked about the TC/TX; Jim T. said it's an elected position. If you make a complaint to the Select Board, there's nothing we can do about it. If you complain to the Secretary of State's office there are things they can do about it. The Tax Collector, that would be to DRA. Jim isn't sure what they can do about it.

  Mark noted at the last meeting, the Select Board meeting, you talked about signing a new contract for, I think it's Northern Property Evaluation, who is the Town's assessing company. He thinks the contract runs out at the end of this month. J. Tierney said we have an agreement with them, which is going to expire, but it was extended to December 31st so it can be on the Town's budget cycle instead of in the middle of it. Mark said according to DRA and the vendor, the appraisal company does not have a contract because it expires the end of this month. There is a contract that was proposed for the next 18 months, has it been executed yet? Jim T. said we approved it and Michelle had said it was done and everyone was happy. He understood it was going to December 31st and then a new contract was going to be starting on January 1st for 2027. Mark wanted to be sure the Town's covered because as of 2 o'clock today, that contract has not been executed by the Town, nor has it been returned to the vendor or the DRA. He doesn't want this to get dropped so the Town's in a situation in the future. Jim commented that he's been told the contract exists, but hasn't seen it. We were told what the particulars were, but you're right, we haven't signed it. It will be looked into and we can get it done on Aug 3rd or definitely Aug 17th.

- Rick Archer wanted to extend an invitation to the select board as well as Michelle and somebody from the Rec Committee to come out and sit down with us. First, to see what our facility is all about, in terms of what we currently have and also what we're going to be doing. This year will be the new grant we've just received. Rick would like to discuss (going into next year) starting to plan some new activities of some sort for the Town, something from a cultural standpoint. To figure out what those might be and develop a budget for it. To see if we can write a grant to underwrite the cost or go out and get sponsors. We've got some beautiful facilities here in terms of near the covered bridge and also the ball field. We might as well make use of that and do things that are available to the public here. Jim T. thanked Rick for the invitation. Al said to let him know when and he would be available.

- As previously discussed, B. Merriam asked about using the Town truck to recertify for his CDL; he hasn't heard anything yet. Wayne noted that we were going to look at additional information before making a decision, Romy can review the minutes. Bart said there is a deadline, Oct 6 and scheduling needs to be done approx. a month in advance. Bart currently drives the Town trucks and heavy equipment. It's for his CDL B. He's done the written test and has his med card, he just needs to do the driving test. Jim T. asked Romy to find out for the next meeting.

- M. Kennett asked when the next reval is? J. Tierney said it was done in 2023 and is next due in 2028.

- Min said she received an email 11 hrs. ago about the State election for July 15? Just wanted to bring to your attention.

- Min asked about being closed on Thursday, now that we are fully staffed will the office be open again on Thursday's. K. Wiles noted she hasn't decided yet. The Town Office has been closed on Thursday's as well. Romy said recently we have been open half a day on Thursday. Min added it's too confusing if they are not on the same schedule. K. Wiles said if someone comes to the door we will let them in. If it's a DMV transaction she takes care of it. J. Tierney said if the office's are closed at noon, you shouldn't take customers. Discussion continued about the hours and helping customers when closed. Tierney recommended if you are going to help customers, stay open.

- Min discussed the lines on the Brown Road. The State does the yellow line all the way from the north entrance to the Transfer Station, then it ends. She would like to see it in the budget to have the Town end done yearly in the Spring.

- Chief Kenison said we are working on a new building for the PD and Ambulance. Jim Gibson has been working hard on it for plans, etc. We need to move forward, who do we need to call the get the ball rolling. A. Rossetto has done some research, the USDA grant requires an engineer and architect stamp. It's not just the structure, it's the entire package (heating, ventilation, site work, etc.) Jim said we are putting it out everywhere for the full cost. one of the companies were $320,000 - $380,000 for the engineer and architect. We are trying to keep it local. K. Wiles asked what the deadline is? The Board thought 2030. Jim Gibson said we've been asking about the deadline steps but are not getting the answers. Al said we need to move forward with this. J. Tierney asked Romy to find out how much is in the grant for engineering and an architect. Jim said it needs to be pushed forward, he further discussed.

  Kyler said we are paying rent, his officers are getting spit at, we are chaining bad guys to a wooden park bench because we don't have a cell. The Ambulance doesn't have a decontamination spot. The Feds are going to pay for it up to $1.2 mil. Jim said they will pay the $1.2, but they don't pay first. If the project cost $3 mil, then it's a bond to the voters. Then we pay and get reimbursed for the $1.2m The next step is to find an engineer and architect. Mark DeGenarro said you need the grant documents to know what the requirements are. From that point you need plans and specifications, which will tell you want needs to be made in America and what doesn't, etc. There are bunch of elements that happen at the very beginning. You can't put anything out to bid unless exactly what's involved. Chief Kenison said we have those documents and have been fielding companies. Mark added with municipal bids, with USDA grants there are other requirements. There could be up to 200 divisions, there's a whole lot to it. You need the documents for the grant before. Discussion continued regarding the grant and questions that need to be answered by USDA.

  G. Kenison asked who is responsible for coming up with this information? Who's the champion? K. Wiles commented that maybe we need to set up a committee to get going on this. W. Montgomery agreed and have people that are knowledgeable on it. J. Tierney said a committee is fine, with a min. of 3 people. Mark DeGennaro and Rick Archer are interested. It can be posted on the web-site for more members. Chris Wheeler asked if they need to be a resident; Jim T. said there isn't an RSA that says that, but it's preferred. *See note at the end of the minutes re: R. Irving, S. Oakes, J. Brann.

- Min discussed an issue with the dog program. She had approx. 40 calls from people that were irate due to already paying but they received a notice that they hadn't. Kathy said there were 4-5 that had moved, there are several that thought they had paid, but hadn't. She did send them reminders.

- G. Kenison asked about the streetlight project; W. Montgomery said the GIS working was done on that. He thinks they should be here in Sept or October. Kyler further discussed.

9. Announcements:

10. Next Board Meeting Date: August 3, 2026 at 6:00 pm

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

Motion to go into Non-Public Session by: W. Montgomery
2nd by: A. Rossetto, All in Favor 3-0
Roll Call: J. Tierney - Yes, A. Rossetto - Yes, W. Montgomery - Yes

a. Personnel Matter -
b. Residential / Personnel Matter -
c. Residential Matter -
d. Residential Matter -
e. Residential Matter -
f. Personnel Matter -
g. Residential Matter -

Motion to come out of Non-Public session by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

Out on Non-Public session at: 9:55 pm
Into Regular session at: 9:55 pm

Motion to seal section c - Reputational by: W. Montgomery
2nd by: A. Rossetto, All in Favor 3-0
Roll call: J. Tierney - Yes, A. Rossetto - Yes, W. Montgomery - Yes

Robin Irving came in to let the Board know she is interested in being on the committee for the EMS building. She indicated that Sam Oakes and Jeremy Brann are interested as well.

12. Adjournment:

Motion to adjourn by:

9:56 pm

Respectfully submitted,

Rebecca St. Cyr, Minute Taker/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).

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Minutes approved by Northumberland Select Board Members on_____

X_____ **X**_____

James Tierney
Northumberland Select Board Chair

Alan Rossetto
Northumberland Select Board Member

X_____

Wayne Montgomery
Northumberland Select Board Member