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Town of Northumberland
Board of Selectmen
Meeting Minutes - Draft
Date: Monday, August 17, 2026
Place: Town Meeting Room – 10 Station Square
Time: 6:00 P.M.

Board members present: Jim Tierney, Al Rossetto, Wayne Montgomery
Others present: Deb Miles James Gibson, Bob Roby, Bill Baxley, Nancy Merrow, Nicole Merriam, Bart Merriam, Kathy Frechette, Claire Mood, George Kenison, Mark A. DeGennaro, Judy Fox, Mario Audit, Ruth Lupine McDonough, Ed Mellit, Gordon Gray, Brian Newton, Kyler Kenison, Pete Marshall, Norm Cotter, Chris Wheeler, Eric Brown, Michelle Randall, Doug Dano, Melissa Dano, Adrianna Dano, Rebecca St. Cyr - Minute Taker/Transcriber

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

2. **Pledge of Allegiance:** All

3. **Acceptance of Minutes: Monday, August 3, 2026**

   Motion to approve the August 3, 2026 minutes by: W. Montgomery
   2nd by: A. Rossetto, 2 in Favor, 1 Abstention

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

   Ambulance - Jim Gibson, EMS Chief
   1. 2026 as of this printing at noon today, we have had 280 calls for services to date.

   2. 2025 on this date we were at 279 calls for service.

   3. Comstar report as of 07/16/2026, $175,784.89. This does not include payments made directly to the office or 2026 contract fees. Contract fees have all paid in full this year.

   4. A2 is showing wear on the inside of the driver's side tire, an appointment is being made to have it looked at, get a front-end alignment and replace the tire.

   5. The NH Rand informational survey regarding Medicare/Medicaid funding and ambulance operation costs (SB 245) that was due on August 28th has been submitted.

   6. The state licensing for Vermont has been sent in for renewal. New Hampshire is next up.

   7. Still struggling with staffing, Trevor and I are going on our 3rd month on 24/7 coverage. Staffing has been an ongoing issue. There isn't a place to stay with a cot, we have 3 people that live in town any others travel from outside of town. N. Merrow asked will this effect the grant so that we won't get it. J. Tierney commented as long as we are making progress, if not that could change. The committee will be discussed tonight.

Police Department - Kyler Kenison, Chief
Still jamming out with 100 calls/ week. The crew is stretched, but we haven't lost any effectiveness

Stats:
6 Arrests
13-14 traffic stops
4 citations
The rest were noise complaints, etc.

We have the new cruiser back, it's black instead of gray. It's good to go.
We've been auditing ourselves every week. So far we are doing ok.

A. Rossetto asked about the # of calls; Chief Kenison said it's been double of what it was. We are all working together, the Board has been great.

Fire Department - Andre Brasseur, Chief - presented by Chief Kenison.

- 47 year-to-date fire calls, eight fewer than the same time the previous year
- All trucks and equipment were operating
- Hose, ladder, and pump testing passed
- The Honor Summit - 2 Pillars will take place September 9–12 on Mount Washington. This tribute marks the 25th anniversary of 9/11. Honoring those that passed, including veterans, firefighters and first responders.
- The Fire Department will assist with Homecoming on September 11, including the parade and bonfire.

5. Requested Agenda Matters:

6. Town Business:

a. Tillotson Grant – Acceptance - $43,000 grant awarded to the Town for an ADA-accessible interpretive walking trail and parking area on Brown Road, the parking lot has been put in. Jim Gibson had asked about a 911 address and said he hasn't heard from anyone about it. EMS needs to know where it is. G. Gray commented that he spoke with Romy about it, and it was brought up at a Conservation meeting. J. Tierney suggested that Gordon keep in touch with J. Gibson and/or the school. Mark said there is a State office for 911 addresses, it's just a phone call.
Motion to accept the grant by: W. Montgomery, 2nd by: A. Rossetto, All in Favor 3-0

b. Grafton County Dispatch Agreement (to be signed) - Chief Kenison noted the cost is approx. $65,000+ for all of us. Michelle further reviewed, she contacted Thayer for the number of calls per Dept. they bill by the percentage of calls per Dept.
Motion to accept the contract with Grafton County and authorize the Select Board Chairman to sign by: W. Montgomery, 2nd by: A. Rossetto, All in Favor 3-0

c. NPD Training Reimbursement - One of the officers is in a weeklong training, he requested reimbursement for his hotel and mileage. If the Board approves, he will be reimbursed. $127.00 per night, and his mileage - approx. (270 miles). J. Tierney thinks it went up to .82 on July 1.
Motion to reimburse for his room and mileage not to exceed $750.00 by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

d. Highway Safety Grant (to be signed) - $8,500 for officer highway safety agreement. Chief Kenison said it's for overtime looking for speeders, talking on the cell phones, DUI check points, road signs, etc.
Motion to sign by: A. Rossetto
Amended by A. Rossetto to:
Motion to accept the $8,500 from the grant and to sign by A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

e. Cruiser Bid – Accept Bid - M. Randall said the top bidder withdrew. The 2nd highest bidder was James Leighton - $800.00.
Motion to accept the $800.00 bid from James Leighton by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

f. Transfers to Trust Funds - Request to transfer $75,000 to the Road Maintenance Fund CRF.
Motion to transfer $75,000 to the Road Maintenance CRF by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

Request to transfer $50,000 to the Fire Vehicle and Equipment CRF
Motion to transfer $50,000 to the Fire Vehicle CRF by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

g. Weston & Sampson -
A. Rossetto said this is the engineering required by USDA, if we don't do it, we don't get the funds. M. Randall further discussed and noted that she contacted FEMA. They gave us 2 options.

Option A: Proceed with an outside engineering firm (Weston & Sampson)for a comprehensive design to address water flow angles.

Option B: Return to a "traditional project" where FEMA provides the scope to restore the site to its pre-storm state.

W. Montgomery said it was tabled because he didn't feel we had enough information. He went to the Town of Stark to see who they used for a recent project (M A Bean). J. Tierney said we had bids from 2 companies. Michelle said they were from HEB and Weston & Samson. This was voted on and Weston & Samson was chosen based on the recommendations of Reggie & Glenn. The Board further discussed the options from FEMA. If we go with Option B the stream approach to the road will have to be as it was. The A&E cost is approx. $11,000+, the estimate for the Engineering was $125,000. W. Montgomery doesn't feel we are in any hurry to get this done. The Stark contractor put in a bridge in 3 months. Michelle commented that we've submitted our 3rd extension.

L. McDonough commented that she's lived next to Cummings Brook for 40 years and I've watched it move more than 30 feet in the last 40 years. She is hearing is a lot of conversation about the design of the bridge and the culvert, but the angle that the water is coming in from has changed significantly and will continue to change unless there are other measures taken like planting trees or having some kind of buffering material. She's not suggesting more concrete but a more comprehensive plan for how the water comes into that area is certainly warranted. If we wait another year, it could be coming in completely differently.

On the other side, the flooding that happened two years ago also took out a significant amount of the shoulder right in front of the bridge. It's turned into kind of a sandbox where cars stop and park probably 10 to 15 times a day. It was not originally designed to be a pullout for a parking lot. It's a public road. Lupine said she has spoken with the State Highway Department about redesigning it. She wanted to make the Town aware so we're all on the same page, that it's becoming that people see a big dirt patch and they'll stop and park their cars there. It's right in front of my house, and I do not want a parking lot there. She is eager for the project to go forward so that we can re-landscape and grow some grass to encourage people to do other things.

W. Montgomery said Steve LaFrance, Horizon Engineering has already done a study on it. It would have to be a box culvert or a bridge to reinforce the banks. J. Tierney commented that the volume flows are changing it's a matter of fixing it now by either putting a culvert back in or let Weston & Samson do the study. FEMA's initial estimate for the study was $27,000. Michelle added that we to need to figure out what direction we go with this. Nancy asked why can't we get their input to see what makes the most sense for the Town.

G. Kenison asked what is W & S going to charge for the engineering? J. Tierney reviewed the costs.

Based on the numbers, K. Wiles estimated it's over $121,000, and asked where's the money coming from. Michelle explained the initial cost from FEMA is $27,000 which was their initial scope. J. Tierney said it will be about $200,000 with $50,000 as our share.

We may have to call a special meeting if it needs to be done sooner. Michelle said we have an extension through the end of November. J. Tierney asked her to call Mike Malaguti tomorrow about this. Michelle said she has to explain to FEMA why we need an extension, there has to be a reason.

Motion to table Weston & Sampson by: W. Montgomery
2nd by: A. Rossetto, All in Favor 3-0

h. Recreation Commission - Thank you -
J. Tierney read a letter received from the Rec Commission:

On behalf of the Recreation Commission, I would like to thank the town public works departments for all the work they did to help bring back the old tennis courts up at the big ball field. We would like to turn this area into a pickleball court and their help to get this project started is very appreciated.

Sincerely, Ben Hickey, Rec Commission.

i. Building Committee - 6 people applied to be on the building committee. It should be an odd number for the purpose of voting. The Select Board member will be a non-voting.
Pete Marshall, Robin Irving, Sam Oakes, Eric Brown, Jeremy Brann, and Alternate - Mario Audit

Motion to appoint the people listed above by: W. Montgomery, 2nd by: A. Rossetto, All in Favor 3-0

N. Merrow asked what that Building Committee's purpose is? J. Tierney said to find out and get a plan done and pricing worked out for a police, ambulance, safety building and to look at spots to put it. Nancy noted that it doesn't include the people that were working hard on it to begin with. There's no one there representing the EMS or PD, are they going to be used for information? Tierney said they can be used for information and they can also be on it as ex officio.

Chief Kenison said Jim and I are super busy. What this committee is going to do is effectively be a GC, general contractor. They're going to be checking on the pricing, getting the ball rolling on this. When this committee meets, we'll be able to slide down the plans that are the bare bones what we need. They will be able to take that and run. They can come to us and ask - do you care if we cut this out or we should add this. Kenison said he's happy the way it's going and so is Jim, He feels they will do well. He added that Jim and I aren't taxpayers here, so it helps to have a committee full of taxpayers. J. Fox asked is Mario a resident of Groveton, No but he's a property owner.

7. Applications/Permits and Warrants:

a. Zoning Permits Map/Lots:
#107-113-00-00 - Brian Newton, Odell Park. Strip off old shingles, replace old boards, with plywood as needed, apply weather shield on roof, replace with new shingles, replace flashing around chimney, and replace parts of chimney. Fee is paid. Al has spoken with Brian and signed the permit.
Motion to approve by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

b. Abatement:
#237-016-00-00 - $1,049.00 - billed to John Nugent - he is not the property owner. K. Wiles further discussed.
Motion to grant the abatement to John Nugent by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

#104-033-00-00 - Sewer abatement - Town Pool. Tammy started it, it's an audit trail. M. Randall understands the amount of water going into the pool daily is not the amount going into the sewer. J. Tierney said the W/S is billed to them, the original fill, the sewer should not be abated. A. Rossetto discussed someone having a leak and the Boad abated for it going into the basement. Deb Miles said we have a house that was sold where the water went into the basement and the Board abated approx. ½ of it. K. Wiles was told to file an abatement when the invoices were done. JT discussed his pool, he can't meter what's going into it. Eric asked where the water goes when they drain it at the end of the season. J. Tierney wasn't sure. K. Wiles said she did this last year as well.

Motion to table until we come up with a right way to do it by: A. Rossetto
2nd by: A. Rossetto, All in Favor 3-0

#237-016-00-00 -The new valuation is significantly lower. Approved above, the Board needed to sign. Assessed valuation for current use on 143 acre lot. Lisa Chapin. Total amount abated to Angela and Jonathan Adams' revocable trust, $50.46.

Motion to approve the assessed value for #240-016-00-00 by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

c. Supplemental Warrant:
#237-016-00-00 - New tax bill for Lisa Chapin. $1,049

Motion to approve a supplement warrant to be issued on property #237-016-00-00
by: A. Rossetto, 2nd by: W. Montgomery, All in Favor 3-0

8. **Public Comment:

- K. Frechette requested a moment of silence in honor of our former Police Chief Lloyd Tippetts.
- G. Kenison questioned the legality of switching from "building permits" to "zoning permits" without a town meeting vote. The board maintained the change was made to mitigate town liability following advice from the state fire marshal's office Ken Walsh. J. Tierney asked Michelle to call the State Fire Marshalls office to ask further questions. Mr. Walsh might have retired, not sure who is in charge. M. DeGennaro commented that George is asking the right questions but probably won't get it from the Town.
- M. DeGennaro noted that all the minutes on the website have been removed.
- M. DeGennaro raised concerns about the town's assessing contracts, annual cycle inspections, and the 2023 town-wide revaluation. Speaker 8 questioned whether Northern Property Evaluations/Northland Property Valuations completed required inspections under the 2025–2026 assessing contract, including the annual 25% inspection requirement and the broader 75% completion obligation for the town's 1,431 parcels.

  J. Tierney clarified prior CMP/CNP involvement and stated it was unlikely that all required inspections had been completed because of limited assessor availability. Speaker 4 also noted that few firms were willing to perform the work and that the current contractor was the only available option. DeGennaro said he requested documentation confirming whether the inspections were completed, including inspection cards or related records. Speaker 8 emphasized that accurate inspections and property-card updates are necessary for fair taxation and to avoid unexpected tax impacts in 2028. J. Tierney distinguished between pickups and a full revaluation, confirming pickups were not completed in 2024 or 2025, had begun in 2026, and that the remaining backlog was unknown. Speaker 4 also stated that changes from the larger revaluation would not take effect until 2028.

  G. Kenison read the contract language requiring inspection of at least 25% of parcels annually, completion of missed 2024 and 2025 inspections, continued 2026 inspections, and 75% completion by the end of the contract. He also referenced requirements for mailed notices, data entry, and updated photographs where exterior changes occurred.

  M. DeGennaro reported that DRA information indicated cycle inspections were not completed in 2024 or 2025 and restated the central question: whether the current contractor completed the required 75% cycle inspections for the missed years and current year.

M. Randall and the Board discussed the prior absence of an active assessing company. Michelle said the town did not have an assessor at the time, A. Rossetto stated that no assessing company was actively working during their time on the board, and J. Tierney explained that CMP/CNP may have been under contract but effectively stopped performing the work.

9. Announcements:

- 08/31/26 - the Town Office will only be open 8:00 am - 12:00 noon**.**
- Annual Coos County Republican Committee BBQ, Heritage Park, Berlin - August 22, 2026 - 1:00 pm - Free BBQ.

10. Next Board Meeting Date:

- Wednesday September 9, 2026. This date has since been changed to August 31, 2026
- State Primary Election is on Tuesday September 8, 2026

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

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

Into Non-Public at 7:47 pm

a. Residential Matter
b. Residential Matter
c. Resident Matter

Motion to come out of Non-Public session at 8:11 pm by: A. Rossetto
2nd by: W. Montgomery, All in Favor 3-0

Out of Non-Public session at 8:11 pm
Into Regular Session at 8:11 pm

12. Adjournment:

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

Meeting at adjourned at 8:11 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).

Minutes approved by Northumberland Select Board Members on_____

X _____
James Tierney
Northumberland Select Board Chairman

X_____
Alan Rossetto
Northumberland Select Board Vice Chairman

X_____
Wayne Montgomery
Northumberland Select Board Member