

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, June 7, 2010
Draft Subject to Review, Correction and Approval at Following Meeting

Board Members Present: Roderick Ladd, David Joslin, Peter Heilemann, and Lynn Wheeler. Wayne Fortier was excused.

Town Manager: Glenn English

Administrative Assistant/Finance Officer: Jo Lacaillade

Town Attorney: Gary Wood

Members of the Public Present: Annemarie Godston, Joel Godston, Harold Brown, Daniel Fowler and Ed Ballam from the Journal Opinion.

Call Meeting to Order:

Chairman Ladd called the meeting to order at 6:00 pm

Chairman Ladd asked for a moment of silence in honor of Robert Clifford Sr. who died on Sunday, June 6, 2010. David Joslin said that all the work that Robert had done on the cemeteries in memory of all the Veterans is going to be really hard to replace. TM English said that a suggestion had been received at the office today from Steve Robbins to name the Woodsville Armory building after Robert Clifford.

Approval of Agenda: David Joslin made a motion to approve the agenda with the amendment that the Public Appearance-SAU Don Bagley be removed; the motion was seconded by Peter Heilemann and carried unanimously.

Approval of Consent Agenda:

Lynn Wheeler made a motion to approve the consent agenda; seconded by Peter Heilemann and carried unanimously.

Scheduled Public Appearance(s):

- **Dan Fowler-Interview for appointment to Airport Commission:** The Selectboard interviewed Dan Fowler. Peter Heilemann made a motion to approve the appointment of Daniel Fowler to the Airport Commission for a 3 year term; the motion was seconded by Lynn Wheeler and carried unanimously.

Town Manager's Report: TM English spoke of the arrangements made for Bob Clifford's funeral. He also said that he hopes the Board does consider naming the Woodsville Armory after him; one of the last things Bob did was paint the flagpole at that building and get it back up.

Public Hearings: None

Pending (Old) Business:

- **Resolution Clarifying single/two family building permit process and fees:** The Board

reviewed the document presented for consideration. Lynn Wheeler made a motion to accept the changes on section 4 as presented to add section 4d effective today; seconded by Peter Heilemann and carried unanimously.

- **Review final report and Woodsville Armory Usage; landscaping plan approval:** The Board reviewed the final report from the WAASC committee for suggested uses; repairs and upgrades needed and landscaping plans. After further questioning of what steps the WAASC committee had taken to implement their suggestions Lynn Wheeler said that it was not the committee's job to find tenants for the building or figure out how to equip the building, it was the committee's job to suggest possible uses for the board to consider and act upon. The issue of heating the building in the winter; roof repairs and the lighting upgrades were discussed. The building has been determined to be an historical building so that may affect some of the renovations that can be done. More discussion ensued as to what plans the Recreation Commission had for using the building for the summer program and what path the children will take to get to the Community Fields. Chairman Ladd felt that the Town needed to reach out to local realtors to begin seeking tenants for the building. Lynn Wheeler said that the roof has got to be fixed first and the drop ceiling because presently plastic bags are catching the water in a couple of places. Chairman Ladd said that he understood there were issues with the building but felt that now was the time to start looking for tenants, before winter, so that they could start bringing money back in for that building. Peter Heilemann said that the person did not necessarily have to be a realtor but someone that knows public relations and can get the word out. Lynn felt that with no kitchen equipment and no table and chairs at the building, that could be part of the problem. There was more discussion as to what the needs might be for equipment, tables and chairs etc. if the Recreation program is going to be using the building. Lynn felt that the Board needed to ascertain whether Haverhill Heritage still has some interest in using a section of the building for a museum or storing artifacts. TM English said that he did not think there was any active plan to do that; he felt they were just thinking ahead. TM English was directed to contact local realtors to see if there might be interest to lease out space. Lynn felt that it was not too soon to start formalizing a plan to rent out areas for winter storage of motorcycles etc. and wondered about the insurance issues that might go along with that. The issue of gasoline in the vehicles and what concern that might be was discussed; Gary Wood said that they could pull the batteries and Peter Heilemann said that with the vapor recovery systems on vehicles on most vehicles that is not an issue. A fee schedule will have to be developed if the Board decides to go in that direction. AA Lacaillade will contact LGC to see what insurance liabilities might occur if the Town was to lease out space for seasonal storage. Lynn Wheeler went on to review the landscaping plan that she and Annemarie Godston have been working on. They are going to go to the site and review the plans while there. She has found someone willing to cut the old trees down and Sam Clough does have some soil for them to build up around the flag pole. TM English said there are 48 bags of wood chips there that were donated by Wal-Mart because they were marked wrong. There was a brief discussion about the type of fence that might be erected around the front of the property. Once a formal plan is done they will come back to the Board for final approval and then a request to the Winnifred Moran fund will be made. Lynn was directed to seek ideas/prices for the fencing.

New Business:

- **Special Use Request-Haverhill/Bath Covered Bridge:** The Board reviewed a request to

use the Haverhill/Bath Covered Bridge to hold a wedding ceremony on the bridge October 10, 2010 and the policy established regarding use of that bridge. Peter Heilemann made a motion to approve the application with no fee for usage; a \$100.00 security deposit; and proof of insurance with liability coverage in the amount of \$1,000,000. The motion was seconded by Lynn Wheeler and carried unanimously.

- **Temporary suspension of 3rd Party Life Safety Inspection:** Chairman Ladd read proposed language to temporarily suspend the Life Safety Inspection process currently done by the Town Life Safety Inspector. There was discussion that the suspension could start on June 21, 2010 which is the date that the current inspector, Jim Fortier, has given as his last date in his letter of resignation. If the Board proceeds this way AA Lacaillade voiced the concern that the Town would be reverting back to a system that was not working since the fee schedule was interpreted by each fire chief differently and the Selectboard office taking the brunt of those concerns. Chairman Ladd felt that the lead time to June 21st gives them the opportunity to try and work that out before hand. TM English said that he felt that AA Lacaillade's concerns were valid but the main concern is that different inspectors can look at the same property and make different conclusions and both are right. Attorney Wood said that all Fire Districts need to be notified that Mr. Fortier is done as of June 21st and the inspections will need to be handled by the Fire Chiefs until a new inspector can be hired. After discussion, Lynn Wheeler made a motion to accept the following language:

The Haverhill Selectboard directs the town manager to suspend all inspections and enforcement activities conducted by the town life safety and fire codes inspector effective June 21, 2010 and to inform fire chiefs and fire district commissioners of this action.

Upon approval of this directive, the Haverhill Selectboard will meet with fire district commissioners and fire chiefs to obtain agreement from all involved parties to initiate a temporary suspension period of the town life safety and fire inspector. The temporary suspension period shall afford the aforementioned participants the opportunity to make any needed changes or recommendations to the Town implemented life safety and fire code inspection process. The temporary suspension will continue until all fire districts, fire chiefs and Selectboard review and approve recommendations to the third party life safety and fire inspector agreement.

If all fire district commissioners, fire chiefs, and the Selectboard agree to a temporary suspension, fire chiefs shall perform all Life Safety Code and Fire Code inspections during the suspension period. During the temporary suspension period, the inspection fee process will revert to the system as administered by the Town immediately prior to the hiring of the third party inspector.

The motion was seconded by David Joslin and carried unanimously. TM English was directed to try and set up a meeting date with all interested parties as soon as possible with tentative dates of June 16th or 17th. The Board asked that TM English convey their thanks to Jim Fortier.

Commission/Committee Reports: The Airport Commission will be discussing the taxiway issue with White Mountain Biodiesel facility at their meeting on Wednesday.

Correspondence: None

Comments of the Public: Harold Brown said that the fire chiefs are in charge of the life safety inspections, not the Town and the Town has no authority over them.

Comments of the Town Manager/Administrative Assistant-Finance Officer:
None

Comments of Selectboard Members: 2010 Goals: The Selectboard reviewed the list of goals for 2010 and put some timelines on them of when they would like to either have them completed by or start the discussions of.

There was a brief discussion regarding one of the goals which deals with the website and internet service and maintenance into the Town offices. The Technology committee will meet in the near future to start addressing these issues.

Adjourn Meeting: Peter Heilemann made a motion to adjourn, seconded by David Joslin and carried unanimously. Chairman Ladd adjourned the meeting at 7:45 pm.

Minutes transcribed by Jo Lacaillade