

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday July 19, 2010
Draft Subject to Review, Correction and Approval at Following Meeting

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

Town Manager: Glenn English

Administrative Assistant/Finance Officer: Jo Lacaillade

Members of the Public Present: Harold Brown, David Wood, Annemarie Godston, Joel Godston, Gary Downer, Linda Downer, Glenn Hatch, Dana Huntington, Alex Graham, Samantha Waterhouse, Cassie Manning, Jared Chicoine, Brad Simpson, Mary Simpson, Glen Meder, and Senate Candidate Jeanie Forrester.

Call Meeting to Order:

Chairman Ladd called the meeting to order at 6:05 pm

Approval of Agenda: Lynn Wheeler made a motion to approve the agenda with an amendment to add Brad and Mary Simpson under public appearances; the motion was seconded by Wayne Fortier Wheeler and carried unanimously.

Approval of Consent Agenda:

David Joslin made a motion to approve the consent agenda as presented; the motion was seconded by Lynn Wheeler and carried unanimously.

Scheduled Public Appearance(s):

- **Woodsville High School Girls Softball Team Recognition:** Coach Glenn Hatch spoke of the hard work and dedication that this group of girls has and that is what helped them to bring home the State Championship. Chairman Ladd presented a plaque honoring the Woodsville High School Softball team and their coaches for their dedication and commitment.
- **Jeanie Forrester-Candidate for NH Senate:** Jeanie introduced herself and gave an overview of her platform she is running on for State Senate.
- **Brad and Mary Simpson:** Brad and Mary Simpson along with Gary and Linda Downer and Glen Meder purchased the North Haverhill Convenience Store property at a recent foreclosure auction. They are requesting that the interest and penalty portion of the delinquent taxes be forgiven stating that they want to get the business back up and running as quickly as possible and will employ several people which will help the local economy. AA Lacaillade read the minutes from the September 14, 2009 Selectboard meeting that had addressed this same issue and the policy made at that meeting by the Selectboard dealing with this type of commercial business transfer. Wayne Fortier made a motion to abate all interest and penalties if paid within 15 days; the motion was seconded by Lynn Wheeler. An amendment was made by Dave Joslin, seconded by Lynn Wheeler that the payment is made within 15 days of closing. The amendment carried unanimously. The main motion carried unanimously.

Town Manager's Report:

TM English reviewed a revised Loan Agreement with the State of New Hampshire that concerns the business park sewer loan; it does not affect the Town's payments but allows the DES to charge more against these loans for the operation of their departments. After a brief discussion Lynn Wheeler made a motion to agree to comply with the letter dated December 7, 2009; seconded by David Joslin and carried unanimously.

Lynn Wheeler made a motion to recess the Selectboard Meeting until 7:00, seconded by Wayne Fortier and carried unanimously.

The meeting was called back to order at 7:00 pm.

Public Hearings: Chairman Ladd opened the public hearing at 7:05 PM. David Wood gave handouts to the public and an overview of the process needed for CDBG grant applications.

- 1. CDBG Grant Application-Opera Block:** Chairman Ladd called to order the public hearing on the CDBG Grant Application at 7:10 pm and gave an overview of HUD Community Development Block Grants. Chairman Ladd asked for any public comments. Attorney Wood asked if there were any other CDBG grants being applied for this year by any other entity within the Town. TM English said that he was not aware of any others pending. The median household income for the area was discussed. Harold Brown asked who the owners of the Opera Block is which is Northern Community Housing Corp. Harold Brown asked about the total amount that would be paid including interest for this loan and that figure was not available. David Wood said that the project is being funded with bond money. Harold asked for the assessed value of the Opera Block; AA Lacaillade said that she thought it was approximately 2,300,000. There was more discussion as to what the building would be valued at when the project was complete and the PILOT that is in place for that property. Harold Brown also asked if the Police Department was trained to deal with the mentally challenged people in that building. TM English said that our Police Officers are trained to deal with all of the population. Harold wanted to know if there would be any rent increases to these tenants. David Wood stated that any rent increases coincide with income increases; rent is 30% of their income. The sprinkler system upgrade is part of the project. Lynn Wheeler said that the Opera Block is a great addition to this Town. With no further public comment Chairman Ladd closed the public hearing at 7:22.
- 2. Town's Housing and Community Development Plan:** Chairman Ladd opened this public hearing at 7:22 pm. The updated plan is included in the handout that was given at the beginning of the hearing. David Wood said that most of the plan is pretty boiler plate but that the short term goals at the end are the "meat" of it and that a mandatory policy statement has been added at the end of the document. Attorney Wood asked if the number of units is changing to which was answered no. David Wood explained what would happen if a person of moderate income was in the building and a person of low income wanted in. For this particular project all relocations should be very short term and not require long term alternate housing. Also discussed was the assistance that will be available to the tenants to help with any displacement issues. David Wood said that they are working on a lease agreement with Woodsville Guaranty Savings Bank to lease more parking for the tenants. He did not think there was going to be any interruption to traffic

flows and access to sidewalks during the project but if there were it would be coordinated with all departments. Harold Brown asked if the Board was functioning under a specific RSA. Attorney Wood said they were conducting the prudential affairs of the Town; he was not sure exactly which Statute that falls under. Harold then asked if there is any burden on the Town to sponsor this grant. TM English said it would involve some of his time and some incidentals. There is some money set aside for the Town for the cost of administering this project. Annemarie Godston said that she thinks this project is a wonderful opportunity for this Town and the Opera Block is a great thing for the Town to have and we are very fortunate. Chairman Ladd closed the public hearing at 7:35 pm.

3. **Town's Residential Antidisplacement and Relocation-Assistance Plan:** Chairman Ladd opened the public hearing at 7:35. Although the project is not anticipated to involve any long term displacement the Town needs to have a plan in place. As stated earlier the project should only have minimal displacement of residents. One of the considerations is to have a couple of apartments available so that they are utilized for displaced residents if needed. The Horse Meadow Senior Center will also serve as a place for people to go if the displacement would just be during the day. No displacement would happen until at least spring 2011. Chairman Ladd asked if there was any public comment regarding this topic. Not hearing any he closed the public hearing at 7:39 pm.

Lynn Wheeler made a motion to adopt the Housing and Community Development Plan; seconded by Peter Heilemann and carried unanimously.

Peter Heilemann made a motion to adopt the Residential Antidisplacement and Relocation Assistance Plan; seconded by Lynn Wheeler and carried unanimously.

Lynn Wheeler made a motion to approve the submittal of the application and votes to authorize the Town Manager to sign and submit the application, and upon approval of the CDBG application, authorize the Town Manager to execute any documents which may be necessary to effectuate the CDBG contract; seconded by David Joslin and carried unanimously.

The necessary paperwork was executed.

Pending (Old) Business: None

New Business:

- **Business Park: Marketing and strategies:** The current listing agreement will expire in September. A discussion ensued that a standard listing agreement does not really fit the type of project like the business park. Discussion ensued about changes that might be done to a future listing agreement including a requirement for regular status reports by the agent to the Board. Annemarie Godston said that they had changed realtors after having their home on the market for a long time and the changes have been noticeable. They get regular reports outlining what is being done. Also discussed in what incentives might be offered to get these lots moving. The Town Manager was directed to start the process of advertising for agents to represent the Town in marketing the park.
- **Cemetery Commission appointment:** AA Lacaillade said that she had reviewed the Statutes to see how the replacement of a Cemetery Commissioner works; and in the course of that review she had discovered that Cemetery Commissioners terms are for a 3 year period, not the 5 that the Town has been doing. The law changed in the mid 90's so

this appointment will be for the remaining 2 years of what would have been Robert Clifford's term and all future elections will be for 3 year terms. The chairman of the Cemetery Commission, Robert Rutherford, has asked that Roland Clifford be appointed to finish the term his father was elected to. Wayne Fortier made a motion to appoint Roland Clifford to replace Robert Clifford on the Cemetery Commission with the term to expire at Town Meeting 2012; the motion was seconded by David Joslin and carried unanimously.

Commission/Committee Reports: David Joslin said that at the last Recreation Commission meeting the location of the bandstand was discussed. There have been concerns voiced by bands playing there that the direct sun is not good for their instruments; it affects the glue in them and also affects the acoustics. There was discussion about perhaps putting up an awning but it was thought that it wouldn't look very good and that the angle that it would need to be to do any good would block the band from the audience's view. There was also discussion about cutting some openings in the back for better air flow. The possibility of moving the bandstand completely to a slightly different location was also discussed. TM English said that he as measured the opening and priced a fabric awning that rolls in and out and it would cost approximately \$1400-\$1800 for a non motorized crank awning. He felt the Recreation Commission might solicit some prices to see if the cost of moving the bandstand to see if that would be cost effective. Annemarie Godston said that she felt the awning could affect acoustics. The Selectboard directed the Recreation Commission to check into the costs involved or relocating the bandstand. David Joslin stated that he would like to see a plaque on the building thanking the people that contributed to its construction and a permanent sign for Railroad Park and this project was assigned to the Recreation Commission also. There is some signage funding in the Park Grant project.

Lynn Wheeler said that there are plans to do some landscaping at the armory building in Woodsville this fall. She felt it was important to getting out the ads now for requests for proposals to see what cost is being looked at. Lynn and TM English will put together this ad.

Correspondence: None

Comments of the Public: Annemarie Godston suggested that the Town look into installing solar panels wherever feasible to utilize that form of energy. There was a brief discussion as to the cost of doing so and the time it takes to recoup that expense. It is something that can be considered in the future. TM English said that it can be part of an energy audit that will be taking place.

Harold Brown referred to a website NHLiberty.com that rates the NH Representatives and Senators on their attendance and how they voted and gives them a grade.

Comments of the Town Manager/Administrative Assistant-Finance Officer: AA Lacaillade explained that a property taken by tax collector deed in 2009 is being redeemed by the owner. She asked that the Board sign the deed which will be held by her until the amount due has been paid. The Selectboard signed the deed.

AA Lacaillade reminded the Selectboard that the Planning Board was meeting the next night and would have no clerk in attendance. Ed Ballam has been hired as their clerk but is not available

for this meeting and Leeann Nystrom, the former clerk, is unavailable. Lynn Wheeler, as the Selectboard ex officio on that Commission, will come in and put together an agenda and organize for that meeting.

AA Lacaillade said that Rich Clifford had approached her earlier that day asking if any plans were started to put a sign at the Woodsville Armory denoting it as the Robert E Clifford Memorial Building. She had advised him that nothing was at this time. He asked for permission to contact the gentleman that had done the sign for the campground and get some possible design ideas that could be presented to the Board at a future meeting. He said he would volunteer his equipment to do the posts needed for the sign construction. The Selectboard stated that he was welcome to do that and any decision would be made at the Selectboard level. AA Lacaillade will let him know.

Comments of Selectboard Members: David Joslin said that he has gotten a strong sewer smell while driving on Dartmouth College Highway about where the campground is hooked in. Others mentioned having smelled it also. TM English was directed to see if there were issues at that connection.

Adjourn Meeting: Peter Heilemann made a motion to adjourn, seconded by Wayne Fortier and carried unanimously. Chairman Ladd adjourned the meeting at 8:23 pm.

Minutes transcribed by Jo Lacaillade