

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday September 13, 2010
Draft Subject to Review, Correction and Approval at Following Meeting

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

Town Manager: Glenn English

Administrative Assistant/Finance Officer: Jo Lacaillade

Members of the Public Present: Gary Scruton, Janice Scruton, Annemarie Godston, and Dan Fowler.

Call Meeting to Order:

Chairman Fortier called the meeting to order at 6:00 pm and opened the meeting with the Pledge of Allegiance.

Approval of Agenda: David Joslin made a motion to approve the agenda as presented; the motion was seconded by Rick Ladd and carried unanimously.

Approval of Consent Agenda:

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

Public Hearings: None

Scheduled Public Appearance(s): None

Town Manager's Report:

TM English complimented Rick Ladd and Wayne Fortier on the fine first responder ceremony held on Haverhill Common on Sept 11th. He presented a revised **Permission to Improve a Class VI Road** form to allow the State Division of Forestry to make road improvements to Dugout Road as part of their timber cut in the Black Mt. State Forest. Rick Ladd made a motion to approve, seconded by Dave Joslin and all approved. TM English asked for authorization to sign a lease agreement with the State Adjutant General for use of the unit storage building behind the former Woodsville Armory. The building reverts to the Town's use at the conclusion of the lease with the State in September of 2013. Motion was made by Rick Ladd, seconded by Dave Joslin and all approved.

Pending (Old) Business:

➤ **Advertising Quotes:**

The Board reviewed the advertising quotes and the analysis of the actual ads run last year, provided by Jo Lacaillade. Concerns were timeliness of ads, how to decide which papers they would run in and the public's understanding of where ads would appear. Rick Ladd thought that the Recreation ads would be the easiest to reallocate to another paper. The consensus of the Board was to continue to run timely ads in the Bridge Weekly and to support the Trendy Times, another local business as well, by running the Recreation

Department ads in that paper. That would allow us to support two local businesses.

➤ **Recreation Programs:**

David Joslin reported that at the last Recreation Meeting it was decided, by majority of the members, to reduce the Recreation Director position to part time. They also decided to continue on with the programs in place and recommend a volunteer to come in temporarily to continue the programs. Jo noted that Sherri Sargent was being paid an hourly rate to do this. Jo added that the Commission was trying to pull together programs for the rest of the year, waiting for direction on next year. Dave felt the biggest issue is what the Board, budget committee and community feel about the HARP program. We took a hit on revenues this year even though it was a better, more organized program, but the numbers were down. Rick asked if the Commission had taken a comprehensive look at the programs as discussed and recommended at the last Selectboard meeting. David said this got dropped in their laps at the meeting so they didn't have time to do this at the meeting. They are still mulling it over and looking for community input. Jo said they looked thoroughly at existing programs, they picked up the Soccer and the Basketball for this year because it was such short notice but talked about separating from these programs at some point because they don't serve a broad age group that Rec could serve; talked about focusing more on family instead of one age group. No decisions were made because they had no knowledge or direction of what their budget is going to be like. TM English said it is up to the Rec Commission to decide what they want to offer to the public next year. Cost it out and make a recommendation through the budget process. He urged them not to make any decisions on part time or full time personnel until they do that. He felt making the decision on part time-full time was premature. It's not based on any facts or information. He said he would be happy to work with the Commission on this. Most of the programs can be assigned to staff time and see what you would need. Jo reiterated the first Selectboard meeting we were told that we were in a holding plan and at the last meeting we were told at our next Rec meeting to figure out what direction we wanted to go. We had some long discussions on that but the reason we decided on part time is because of budget issues. We were trying to get away from the school basketball and soccer programs. The Commission is not sure what the Selectboard wants. Dave felt at the next meeting the Commission to make a recommendation to the Board and Town Manager. Wayne said he met with Sherri and Jo and discussed this in depth. He said some on the Commission thought the Selectboard was going to cut the program anyway, which is not the case. But we do need to look at programs and who they are geared toward. There are no pre-conditions from the Selectboard. We would like to reach all segments of the Town, with the programs. How can we expand beyond the children to all ages? What functions can we do and what functions does the Commission want to do? What's the price tag? We have an interim program in place but the Commission needs to start working on next year. Rick said there are outside sources of help such as parks and recreation department at UNH (Professor Harrist) and the Master Plan. We need to know what a Rec program should do. He referred to specific recommendations in the Master Plan. That needs to be looked at. If we have the program in front of us we can make a decision of how it stacks up to other Town needs. We can also contact Andy Smith who helped us on our public survey. Dave said in reviewing town operations at our work sessions we talked about always hearing cut the budget and Recreation is a wonderful program but not an essential program. He thought that was one of the few places where the budget could be cut. Lynn Wheeler disagreed. She felt recreation is vital to the community. You are keeping kids out of trouble. If you

take it away from Rec you have kids on the street and end up boosting your Police Department. Peter Heilemann said there needs to be a more robust mission statement for Rec which can be measured. It is now vague. Wayne said Rec was identified as optional but not yet designated to be cut. He wants to see the Commission really brainstorm this and follow the mission statement in the master plan to reach out to all segments of Town. Rick again mentioned Rec specifics in the master plan. But we need help from others. We need to embrace all ages. TM English said we have facilities but we need to develop programs. He felt that building a big recreational facility without programs was not realistic. Develop the programs first with what is available and maybe in time more facilities would be needed. Rick agreed. Lynn suggested checking with Lincoln-Woodstock. Jo said time is the issue for Commission members. Annemarie Godston spoke in favor of Senior Stretching. She also said she supported the entire Rec program. She felt that the programs for kids were very important and should not be cut. Jo said everybody loves what Rec is doing but only one person showed up to help with Haunted Happenings. When we put in the paper saying we couldn't do this without help. You can't do it without support. Annemarie agreed. The Commission members only have so much time. Dave felt a major program expansion would require us to pay more for a director. Rick said that is all part of the study. Wayne asked David if the Commission could do this before the budget. He said they would try. He does feel the financial picture is not good. Gary Scruton noted that there were others who were qualified for the position when we hired Glenn Hatch. The Town is desirable place to live. We should be able to find someone. If Rec Commission has extra meetings he would like to know so he could attend. TM English said the comprehensive review should be taken seriously. He feels that a lot of what has been discussed about Rec, in light of the review of all Town operations, has been misinterpreted. He feels strongly that money is short and hard decisions are going to have to be made on the budget. Rec is only a part of the review of Town services. We need to look at every part of town government, cost it out and he is going to have to make some initial decisions about what to recommend in the budget and the Selectboard, budget committee and ultimately the voters will have to make some decisions. Rec is only one part of this effort. Lynn asked whether the focus would be town programs first and then outside funding. He said a lot of outside funding has been incorporated in the operating budget and maybe it's time to break some of those items out into separate warrants so the people can decide directly what they want to fund. The reason he broke out the functions separately was to get a good handle on cost so that decisions could be made based on what we have to do by law, what is important and what is optional. He said he has accepted the Recreation Commission budgets for the past 5 or 6 years without changes and he is willing to help them through this process but if they don't do it he will have to. He will not pass on a Recreational budget that is not based on programs and cost. He is very willing to help now to get this started. We've got to do it before we submit a budget.

➤ **Life Safety Inspection program**

Chairman Fortier stated he had spoken to one fire chief about the program and wished to speak to the other two, and all three again, before the Board makes a decision. He has done some research. Wayne felt that if possible we should try to continue the program in some fashion. He asked to have this item on the next agenda. All agreed.

➤ **Landscaping update** – Lynn reviewed the process of putting the work out to bid and asked where we were at this point. She wasn't sure if we could meet the September 18

deadline. TM English reported that there were two bids. One was from River Valley properties which met the specs, with suggestions for some plant substitutions. The bid was \$4,200 with an addition of \$800 for walkway repair. We need more detail for this. He was the low bid. The other was from Carole & Company. She bid \$4,938. He would recommend accepting the low bid. He said that although the use of the Winifred Moran fund was conceptually approved by the trustees he wanted to forward them the actual bid for approval. The good news is that the fund can pay the contractor directly so that it doesn't have to go through the Town's books. Lynn said that there was flexibility as to the actual plants. Annemarie and Lynn will contact the low bidder to discuss. On a motion by Rick Ladd, seconded by Peter the low bid was accepted by all based on Lynn and Annemarie's recommendation, including the additional work.

New Business:

➤ **FAA Grant-Airport Runway**

TM English announced that the Dean Memorial Airport has been chosen by the State Aeronautics Division to receive up to \$60,000 in crack sealing work on the runway. The State will be supervising and paying for the work. There is no cost to the Town as this is federal and state money. Rick Ladd made a motion to accept the proposal, seconded by Peter Heilemann and all approved.

➤ **Selectboard meeting start time**

Chairman Fortier suggested changing the Board meeting time to 6:30 pm to accommodate Selectman Heilemann and the public. A motion to change the time to 6:30 pm was made by David Joslin, seconded by Rick Ladd and all approved. The new time will take effect for the next meeting.

Commission/Committee Reports: None

Correspondence:

Rick Ladd received a request for 2011 funding for CASA and referred it to TM English.

Comments of the Public:

Comments of the Town Manager/Administrative Assistant-Finance Officer:

Comments of Selectboard Members:

Rick Ladd noted that 18 first responder units attended the ceremonies on Sept. 11th and he wanted to thank everyone who participated, especially the VFW. He also announced that the Haverhill Corner Library raised \$1,500.

Adjourn Meeting: Rick Ladd made a motion to adjourn, seconded by Peter Heilemann and carried unanimously. Chairman Fortier adjourned the meeting at 7:15 pm.

Minutes transcribed by Glenn English

A work session followed the meeting.