

**MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING**  
**Monday September 27, 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:** Senator Deborah Reynolds, Kim Waterhouse, Jen Engler-Fowler, Attorney Gary Wood, George Cook, Susan Brown, Gary Scruton, Janice Scruton, , and Ed Ballam from the Journal Opinion.

**Call Meeting to Order:**

Chairman Fortier called the meeting to order at 6:30 pm and opened the meeting with the Pledge of Allegiance.

**Approval of Agenda:** Rick Ladd made a motion to amend the agenda by removing the HPD Commendation and George Cook, Country Land Drive and add the reappointment of Michael King to the Ammonoosuc River Joint Commission and approve the agenda as amended; the motion was seconded by Peter Heilemann and carried unanimously.

**Approval of Consent Agenda:**

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

**Public Hearings: None**

**Scheduled Public Appearance(s):**

- **Senator Deborah Reynolds:** Senator Reynolds spoke of several issues she has been involved in recently including a \$44.5 million broad band grant to expand services through CFDA; the retaining of the White Mountain Community College campus in Woodsville; the budget downshifts from Concord to communities; renewable energy; the decline of dairy farming in our state.
- **Susan Brown-CASA:** Susan gave an overview of the CASA program and asked that the requested amount of \$500 be put in the budget for 2011 as the programs serves many clients in the area.
- **Tom Friel-Planning Board Appointment:** Mr. Friel was not in attendance so this item was tabled.
- **Recreation Commission Appointments:**
  - **Kim Waterhouse:** After a brief interview Lynn Wheeler made a motion to approve the appointment of Kim Waterhouse to the Recreation Commission; the motion was seconded by David Joslin and carried unanimously.
  - **Jennifer Engler-Fowler:** After a brief interview Lynn Wheeler made a motion to approve the appointment of Jennifer Engler-Fowler to the Recreation Commission; the motion was seconded by Rick Ladd and carried unanimously.

George Cook had asked to be removed from the agenda, which was done, but he asked to just give an update to the Country Land Drive situation. He said that he had met with the NH DES and the NH DOT that day and a solution to the problems with the dam have been agreed upon and the fines and fees will not be levied if the project is completed at a date set for next year. The cost for the repair should be about \$7,500 and he will be absorbing that but would appreciate any information he could get regarding any funding grants that might be available.

### **Town Manager's Report:**

Glenn reviewed a request to rent the Woodsville Armory for a private BYOB birthday party. The fee for the usage will be \$400. David Joslin made a motion to approve the application for use on November 27, 2010 upon receipt of the \$400 fee, a \$100 refundable security deposit and proof of insurance. Peter Heilemann seconded the motion which carried unanimously.

### **Pending (Old) Business:**

- **Life Safety Inspection program:** Chairman Fortier said that he has had conversations with all 3 Fire Chiefs regarding the Life Safety Inspector position and the possibility of continuing the agreement and the meetings that have recently been held dealing with this issue. Chairman Fortier will meet with Chief Kennedy again and then a meeting will be set where all 3 Fire Chiefs, the Precinct Commissioners and the Town will sit down and try to work this out.

### **New Business:**

- **Raffle Permits per RSA 287-A:** A local non-profit was recently advised by the NH Gaming Commission that a permit from the Town is required for all raffles conducted by non-profits including 50/50 raffles. AA Lacaillade provided copies of RSA 287-A which does require permits issued by the Town and a proposed permit form for their approval along with an instruction sheet to the applicant. Upon review of the Statute and forms Rick Ladd made a motion to approve the application received from the Ross-Wood Post 20 American Legion upon receipt of a copy of the by-laws that prove they are a non-profit; the motion was seconded by David Joslin and carried unanimously. There was further discussion about introduction of legislation to repeal this Statute. Some sort of notification will need to be done to the residents of the Town regarding the need for the permit and the Statute that is requiring the Town to do so.

A motion was made by Peter Heilemann to recess the meeting for conference with Attorney regarding a pending legal issue; the motion was seconded by Rick Ladd and carried unanimously. The meeting recessed at 7:45.

The regular Selectboard meeting reconvened at 8:40.

### **New Business: (cont.)**

- **Business Park Listing:** TM English said that he took full responsibility for not getting the RFP out. After review of the proposed RFP Peter Heilemann made a motion to approve it as presented; the motion was seconded by David Joslin and carried

unanimously. A draft contract will be prepared by TM English and Attorney Wood outlining some of the requirements the Town would like with its future listing agent.

- **Mildred Page Fund request from Haverhill Corner Precinct:** Rick Ladd stated that the gazebo at the common in Haverhill Corner is unsafe and will need to be replaced. The Town owns the land but the Precinct owns the structure. The Precinct would like to draw \$8000 in funds from the Mildred Page account to help with that project. AA Lacaillade gave the Selectboard and overview of where the Mildred Page is with regards to funds and what is still due to the Haverhill Historical Society from the approved appropriation from 2009. There was also a request that came in from Haverhill Heritage Inc. in April that was tabled because no funds were available. Also provided was a copy of the memorandum of understanding with Haverhill Heritage for support of Alumni Hall. There was a brief discussion as to what functions the common is used for and how many functions are held at Alumni Hall.
- **Maintenance of Haverhill Common:** Rick Ladd said that the Haverhill Commons are owned by the Town but maintenance costs are paid for by the Precinct. The fencing needs replacing and other maintenance needs to be done. TM English said that if the Town is going to be responsible for the costs of maintaining the commons, they should have control of them. Lynn questioned how the deed reads and who actually owns the land, the Town or the Precinct. The issue will be placed on the agenda for an October meeting. Peter Heilemann suggested that if the gazebo is in that poor of condition, perhaps use of it should be suspended until it is repaired. Rick Ladd did not feel that was necessary.
- **Maintenance SAU23 lease space:** Rick Ladd asked what the status was of the repairs to the bathrooms and the carpet cleaning. TM English said that he was researching the panels for replacement in the restrooms and now that the humidity is done the carpet cleaning RFP will be put out. The timeline for the bathroom fixtures was the end of the year and they will be done.
- **Letter from Haverhill Garden Club:** Rick Ladd presented a letter from the Haverhill Garden Club stating that they are no longer able to take care of it. TM English said that the Town does appreciate the many years the Haverhill Garden Club was able to take care of the garden. It was suggested that the Town seek other volunteers to maintain it in the future and if that is not possible that it be included in future lawn maintenance contracts. TM English will draft a letter of appreciation for the Board to endorse at the next meeting.
- **Woodsville Armory:** Rick Ladd said that the Town Manager had mentioned at the Special Recreation Commission meeting the previous week that there is a potential tenant for all of the classroom space. TM English said that when all of the details were finalized he would present the Board with a proposed lease agreement for their approval. The roof has been patched. The building would need a good cleaning. It is the Board's preference that the kitchen remain a common usage area. Lynn Wheeler has met with the contractor that will be doing the landscaping and the project should be underway soon. AA Lacaillade showed the Board a proposed design for the sign in front of the building that had been proposed by Rich Clifford. The Board took no action at this time. David Joslin stated that Sherri Sargent has been hired as an interim Recreation Director and will continue with the programs that are already in place. He further stated that she has done a very fine job of getting the youth soccer program in place for this year.
- **Michael King-Reappointment to Ammonoosuc River Joint Commissions:** Rick Ladd made a motion to approve the reappointment of Michael King as a Haverhill Representative to the Ammonoosuc River Joint Commission; the motion was seconded by Peter Heilemann and carried unanimously.

**Commission/Committee Reports:**

**Correspondence: None**

**Comments of the Public: None**

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

**Comments of Selectboard Members: None**

**Adjourn Meeting:** Lynn Wheeler made a motion to adjourn, seconded by Peter Heilemann and carried unanimously. Chairman Fortier adjourned the meeting at 9:12 pm.

Minutes transcribed by Jo Lacaillade

A work session followed the meeting.