

**AMENDED AND APPROVED MINUTES OF
HAVERHILL SELECTBOARD REGULAR MEETING
Monday, January 26, 2015
Draft Subject to Review, Correction and Approval at Following Meeting**

Board Members Present: Chairman Wayne Fortier, Tom Friel, Lynn Wheeler, Rick Ladd and Robert Roudebush

Town Manager: Glenn English

Administrative Assistant/Finance Officer: Jo Lacaillade

Selectboard Clerk: Karen Hyde

Members of the Public Present: Darwin Clogston, Robert Miller, Dennis Ruprecht, Michael Roberts, Howard Hatch, David Shields, Jim Fortier, Dick Guy, Cliff Batchelder and Doug Henson

Call Meeting to Order:

Chairman Wayne Fortier called the meeting to order at 6:00 pm

Pledge of Allegiance

Agenda Approval (additions/deletions completed by Board consent): Robert Roudebush made a motion to accept the Agenda; seconded by Lynn Wheeler and carried unanimously.

Approval of Consent Agenda: Robert Roudebush made a motion to accept the consent agenda; seconded by Lynn Wheeler and carried unanimously.

Scheduled Public Appearance(s):

- **Treasurer Robert Miller-Investment Policy Revision:** Mr. Miller was at the meeting to amend the Investment Policy. RSA 41:29, parts II and IV show all the legal investments that a municipality can invest in. The current Investment Policy only shows a portion of the investments and he would like the policy to show all of them. All of them are legal investments and approved by the State. There were two ways to make the amendment: (1) rewriting Parts II and IV in their entirety or (2) the one-line amendment that he had previously e-mailed to AA Lacaillade, which she had forwarded on to the Selectboard. Lynn Wheeler made the motion to amend the Investment Policy with the understanding that the Selectboard would be breaking policy by amending right away and would do so this one time only; seconded by Robert Roudebush and carried unanimously.
- **Dennis Ruprecht-Veterans Park Update:** Mr. Dennis Ruprecht attended the meeting to give the Board an update on the Veterans' Park project that he and Joseph D'Angelo have been working on. Please find attached the presentation Mr. Ruprecht made to the Board. Chairman Fortier asked Dennis if he had been in contact with the VFW or the American Legion Chapter and Dennis responded that he hadn't. Chairman Fortier stated that the work that had been done was a start but Dennis needed to get input from those two organizations and others, such as Jack Brill and Dave Johnson as to names of World War II veterans. TM English asked Chairman Fortier if he could help Dennis and Joseph contact the VFW and the American Legion. Chairman Fortier stated that he would have the commanders of both the VFW and the American Legion get hold of Dennis.
- **Airport Commission-Presentation to address modification of Airport Road:** Airport Commission Chairman Richard Guy wanted to ask the Selectboard to consider putting a Warrant Article to allow the voters to consider reclassifying a portion of Airport Road. He showed the Board a short presentation on

what it was like to land an airplane in North Haverhill. Robert Roudebush stated that he had walked the runway and the runway was within 3 feet of the road and at the deepest end, it was 8 to 10 feet. Lynn Wheeler asked if there was only one way to land and Mr. Guy stated that there were two ways to come in. He also stated that both sides need to be safe and the Airport Road side is not safe. The Airport Commission has had two engineering studies done and one of them was asking to have cul-de-sacs on both sides. Mr. Guy presented a sketch of the airport at the Airport Road end. The Airport Commission's plan is to put a cul-de-sac on Airport Road by the building for traffic that is headed eastbound. On the westbound end, they would put up signs that say "dead end", letting people going down the road know that the road will not take them where they think it will. Just past any of the property owners, there would be a locked gate. The gates would be unlocked for snow removal by the Highway Department. School buses were already excluded from using the road. Robert Roudebush commented that he had spoken with TM English about reclassifying that particular section of the road to a Class VI road, which is not maintained for public use. The actual length is less than three-tenths of a mile; they are not closing Airport Road, just simply altering and modifying it. The Airport Commission feels that signage is all that is sufficient to do the eastbound and westbound redirections. Chairman Fortier asked about the trees that had been cut down and if that made a difference in landing. He commented that it appeared that the runway was more open. Doug Henson commented that he would be interested in working with the Town on the signs in order that his customers were directed to his business. He had concerns about the gates as far as people partying and leaving trash around. TM English commented that all abutters of that section of the road would need to have a key for opening the gates. Lynn Wheeler asked what the entire length of the runway was and was told that it was 2500 feet. She also asked how many planes were housed at the airport and Jim Fortier responded that it was 11. She then asked what the biggest plane was and Jim Fortier stated that it was a 6-passenger twin engine plane. Lynn stated that she had sat in on meetings many years ago and one of the big issues brought up by the Fire Department was with the school being out beyond here, they did not want to close off that road because of needing to get equipment to school children if there was a fire. She felt this needed to be pointed out because they did talk about this closure because they would need access from both sides to get to the school due to the layout of the school itself. Jim Fortier stated that the school has their own small drive and Business Park Road. Lynn commented that Airport Road was considered one of the main roads at the time. Tom Friel would like to review the covenants so that nothing is "trip wired". He also would like to get input from some of the other businesses in the area, in particular Industrial Park Road, as to their feelings on this and how it would affect positively, or negatively, an increase flow in traffic on that road. Rick Ladd stated that he had dug out the file and in regard to the Business Park, within the covenants, there is a criteria checklist. He read from the checklist: "The proposed occupant/business park activity will: (10) Not negatively impact Business Park traffic flow, parking, and access." He stated that in 2007, he had sent a letter to Dr. Lyons, who was then Chairman of the Airport Commission, within that letter, he had indicated the following: "As discussed with Mr. Currier and you, the Selectboard strongly suggests that if the Airport Commission is discussing future airport development options, that the closure of Airport Road not be an option for consideration. The public has conveyed the position that the road provides access and egress for the Middle School, the Town garage, Business Park and for normal public use. Closure of the road would eliminate an emergency route to these facilities." Also, within the same letter, "Lastly, the Selectboard urges the Airport Commission to continue the work to resolve the issue associated with abutting property owners in a manner that respects the common good of property owners and the airport. As you well know, our Committee is very diverse and complex and if communication and the willingness to compromise fail, small issues tend to become much larger problems. A small win can lead to a big loss." He is concerned that by taking something like this to Town Meeting, the Airport Commission may end up getting more than they want. He also has concerns about the funds received from NPIAS and having to pay that back minus the 2½%. He is having difficulty wading through the change. Rick also commented that he has seen buses from other schools use Airport Road, but Haverhill/Woodsville's buses do not. They haven't been told they can't, they do. The Airport Commission is concerned with safety. Darwin Clogston commented that he spends a lot of time on

Airport Road and the Town's school buses do use that road. He also commented that they were talking about safety but a plane had crashed at the school. Chairman Fortier asked how many times a hazard has been recorded by a pilot who is landing from that direction or a vehicle that had a concern. The response was that there is not someone at the airport all the time so there are no reports. Chairman Fortier commented that he didn't like cul-de-sacs or gates, but the signage on either end requiring people to stop. If the school is not honoring their own bus routes, then he didn't know. Chairman Fortier stated that in his lifetime, there had been two crashes – one from the south that proved to be a fatal and the other, in the school soccer field. He commented that accidents do happen and they have to be mindful of that. Jim Fortier commented that the Town was not obligated to repay any NPIAS funds. Robert Roudebush commented that the 2006 Airport Master Plan clearly spoke of the airport landing zone safety conditions. Certain things have changed since that time, such as the paving of Business Park Drive; the fact that reasonable and long ongoing effort was made to access a piece of private property to take care of natural obstacles, such as trees. The Airport Commission was blessed that the Henson family cut the trees down. It was a big gift to them in terms of insuring the safety in the landing approach zone. TM English stated that the deadline for a Petition Warrant was February 3, 2015. Robert made the motion for the Selectboard to put this issue on the Warrant; there was no second. The Airport Commission would have to have 25 valid resident signatures on a Petition Warrant for Town Meeting.

Public Hearing: None

Town Manager's Report: TM English reported that the Food Pantry that was going to be renting space at the Robert E. Clifford Memorial Building had not yet come back with any 501(c)(3) paperwork and there was no lease agreement in place. He commended to the Selectboard a standard lease agreement for their review and if they were comfortable with that type of lease, he would present that to the Food Pantry group. There were rumors that the Food Pantry had to be out of their present building by the first of February, but TM English could not see that happening. Rick Ladd commented that what the Food Pantry was doing was laudable, but to not have a signed lease agreement was putting the Town in a liability-risk situation. TM English stated that, in his view, they would not get into the building without a signed agreement. The Selectboard Office has not heard from any of the Food Pantry people since they came in front of the Board.

TM English also had a follow-up on the Animal Control issue from the last meeting. He had met with the Animal Control Officer, who is very ill. The Police Department is currently backing her up as she is so ill. He was not satisfied at all with her response to the issue, so he turned it over to the Police. TM English has spoken with Mr. O'Hearn, who is happy with the response. TM English has developed an Animal Control Complaint Procedure and has directed the Animal Control Officer to follow it. TM English also stated that an interview had been set up with the three (3) Fire Chiefs and the prospective candidate for the Life Safety/Fire Code Inspector for Thursday evening, January 29, 2015.

Pending (Old) Business:

- **2015 Budget:** Chairman Fortier asked if any members of the Board had any comments or concerns about the way the budget process was proceeding. Lynn Wheeler stated that she liked the group that was meeting this year, along with the fact that they are making corrections and having good discussions. Rick Ladd mentioned that he had spoken with TM English about the one-ton truck, the wing and the warranty. Hypothetically, the better truck is \$14,000 or \$15,000 more and if the warranty is better, he would like to pursue that as soon as possible. TM English commented that the Advisory Budget Committee had voted to reopen the Highway budget to discuss the one-ton truck and the Capital Road Project further.
- **Capital Road Project:** TM English commented that they were running into some hard-and-fast deadlines. The decision on whether or not to do a Capital Roads Program through either a bond or through appropriations needed to be made that evening. The deadline for a Public Hearing for a bond is February 11, 2015. If the Board decides later on to not do a bond, the Selectboard can cancel the Public Hearing for the bond. Chairman Fortier wanted to get a feel for where the rest of the Board stood as far

as the bond issue was concerned. The Board had asked for material and TM English had produced that at no cost. The Board had discussed a bond last year and then decided not to go ahead with it. The only difference this year is that there is more data on the paved roads. Chairman Fortier's personal thoughts were to form a small committee of 2 or 3 people that know how to build a road. If the committee was formed, it would be an advisory board that would not supersede the authority of the Town Manager or the Road agent, but give guidance to the road agent to what facets on the list that they could tackle and do well. TM English has said all along that if a road is built right, there doesn't need to be weight limits and that is what they should be striving for. Robert Roudebush asked if TM English and the road agent currently seek out advice and TM English stated that they did. Rick Ladd stated that there were maintenance items, such as crack-seal, on the priority list that did not need to be on the list. Those items should be in the regular budget. Rick then asked AA Lacaillade if the Board needed specific information, such as the dollar amount, to advertise for the Public Hearing and she responded that she did. The Selectboard can make changes to the dollar amount after the Public Hearing or decide not to do the bond at all. It can also be increased or decreased at Town Meeting. Rick asked TM English if the Chairman of the Advisory Budget Committee had been notified of the necessity to advertise for the Public Hearing. Lynn Wheeler made the motion to post a Public Hearing to be held on February 11, 2015 for a bond of \$1,019,385; seconded by Robert Roudebush. Rick Ladd commented that he would support the necessity of a Public Hearing, but he would prefer that the listing of the roads not be put in the posting and he was assured that the list would not be posted. He also wanted the Advisory Budget Committee notified of the posting. TM English stated that the Committee members would be notified of the posting by e-mail on Tuesday, January 27, 2015. The vote was taken and it was carried unanimously.

New Business:

- **GIS Contract with CAI Technologies 2015:** AA Lacaillade presented the Cartographics contract for maintaining the online tax card and mapping program. There were no changes to the contract. It would just be to continue the ongoing procedure. Robert Roudebush made the motion to accept the contract; seconded by Tom Friel and carried unanimously.

Commission/Committee Reports: None

Correspondence: TM English commented that the Board had received correspondence from Geoffrey Sewake, who is the new Economic Development Field Specialist from UNH. He commented that Mr. Sewake had worked for North Country Council for six months and then went to this new position at UNH. Chairman Fortier commented that at the next Selectboard meeting on February 9, 2015, the Board would be meeting with Lory Grimes and Mark Langdon about holding church services at the Robert E. Clifford Memorial Building. Chairman Fortier stated that the last meeting of the Advisory Budget Committee would be on February 4, 2015 and he would like to have a Selectboard Work Session after that. Robert Roudebush made the motion to have a Work Session on February 5, 2015 at 7:00 PM; seconded by Tom Friel and carried unanimously. TM English will post the Work Session at the Post Offices.

Comments of the Public: Doug Henson had concerns about the neighbor across the street from him. He commented that he tried to keep his and his business yards clean. The Airport and the Foam Company kept their yards clean, but the other business did not keep a clean yard. There were many, many plastic totes all over the property. TM English stated that he had spoken with the owner, who realized that there was a problem and he was in the process of planning an expansion which would clean up the property. Mr. Henson commented that there is also a noise problem with the same business. Rick Ladd stated that one of the criteria on the covenant checklist stated that the business could not create a public nuisance due to noise. Howard Hatch had an issue with TM English not paying a vendor in Town the full amount that was owed to them. TM English stated that he had spoken with the vendor, who was very apologetic for the situation and agreeable to the payment arrangement. Robert Roudebush stated that TM English acted in the best interest of the Town's taxpayers.

Comments of the Town Manager/Administrative Assistant-Finance Officer: AA Lacaillade asked if the Board wanted to move the Consent Agenda to the end of the meeting, in order that the Board members had more time to study the Agenda. There really was no answer to this question. She also commented that, starting this year, all reports, budget, and warrants had to be done on the DRA system. The DRA had to sign off and approve it all the way through to the end of the Public Hearing. If their system is not used, any reports, budget or warrants would not be accepted by the DRA. There were a few suggestions for the dedication in the Town Report.

Comments of Selectboard Members: Rick Ladd stated that he was concerned about what was going to happen with the Airport Road issue. If it goes to Town Meeting, there are folks out there who think the Town is supporting this recreational activity. He feels this is a dreadful mistake. Robert Roudebush feels that Rick is foreboding some massive unpleasant happening that should be brought to public discussion. One of the things that may happen is that people will be educated to the fact that the Town does not support the Airport financially; it is primarily self-sustaining. Chairman Fortier thanked Doug Henson and his family for cutting the trees at the Airport.

Non-Public Session per RSA 91-A:3 (c)

Robert Roudebush made a motion to suspend the public meeting and go into non-public session at 8:30 pm; seconded by Lynn Wheeler. The Board was polled and all approved.

Robert Roudebush made the motion to come out of non-public session at 8:50 pm; seconded by Tom Friel. No motions made; no action taken, and minutes are to be sealed. All approved.

Adjourn Meeting: Robert Roudebush made a motion to adjourn; seconded by Tom Friel and all approved. Chairman Fortier adjourned at 8:51 pm.

Minutes transcribed by Karen Hyde

Veterans' Park

By: Joseph D'Angelo and Dennis Ruprecht, Jr.

Overview

Our Veteran Park concept was inspired by an assignment, known as Genius Time, in our Advanced Computer Applications class. Our objective was to work on a project that wasn't necessarily academic and was something that we felt passionately about. We feel that in a strong militaristic and patriotic community, a veterans' park is necessary.

Discussion with Town Selectboard

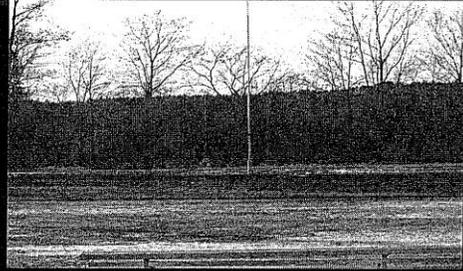
On December 1, we attended a Town of Haverhill Selectboard meeting and vocalized our ideas and asked for advice. As a result of the meeting, we rode around with Town Manager, Mr. English, to take photos of prospective locations to place the park. Also as a result, Mr. Fortier, Chairman of the Selectboard, offered to contact the local American Legion Chapter and the local VFW Post. The Selectboard asked us to formulate more specific ideas for future meetings.

Locations

Town of Haverhill Municipal Building



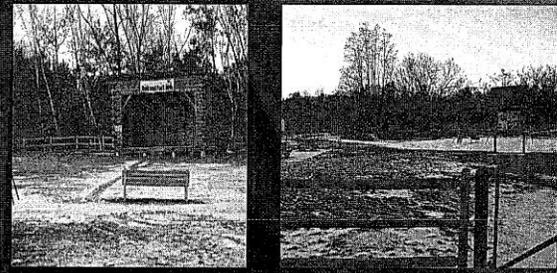
VFW Memorial Field



Robert E. Clifford Memorial Building



Woodville's Railroad Park



Central Street, Woodsville

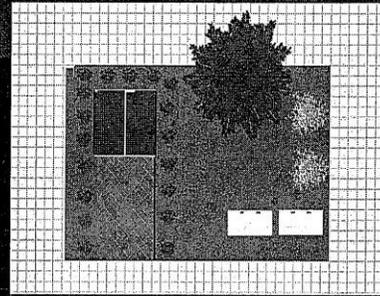


Future Plans and Concepts

Veteran Park Design

The new Veteran Park will contain:

- A flag pole with the American and State Flag, Army Flag, Navy Flag, Marine Corps Flag, Air Force Flag, and a POW/MIA Flag.
- The monument it currently has.
- A monument that states, "This park is in honor of all who have served." The monument will also bear names of service men and women who have served in World War II, Vietnam, Iraq, and Afghanistan from the greater Haverhill area: Woodsville, Haverhill, and North Haverhill.
- A gazebo.
- Trees and other shrubbery.
- A flower garden.
- Stone work.



Autodesk® Homestyler™

Funding for the Project

When surveying the different locations for this project, we had felt that Central Street would be the most prominent and appropriate location. Town Manager, Glenn English, agreed and encouraged us to choose a spot in Woodsville. He also thought that we might be able to utilize money from a grant that is for the beautification of downtown Woodsville.

Estimated Costs

Army Flag-\$17.99 (2' by 3') American Made
Navy Flag-\$17.99 (2' by 3') American Made
Marine Corps Flag-\$17.99 (2' by 3') American Made
Air Force Flag-\$17.99 (2' by 3') American Made
Flagpole-\$99.00 (20ft.) If necessary
Monument-\$2,500+
Gazebo-\$1,999 (10ft. round)
Stone work-\$50.17
Landscaping-\$150
Total Estimated Cost-\$4870.13

Future of the Veterans' Park

We have much more work to do for this project, but the future for this project looks promising and we hope to get the Veteran's Park finished by the time we are seniors.