

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, February 9, 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: Leslie Ramsay, Darwin Clogston, Scott Nichols, Howard Hatch, Dennis Ruprecht, Joseph Mitchell, Hope Cataldo, Nikita Duling and Ed Ballam – Journal Opinion

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: Rick Ladd made a motion to accept the consent agenda; seconded by Robert Roudebush and carried unanimously.

Scheduled Public Appearance(s):

- **FBLA Proclamation Presentation:** Scott Nichols introduced the members of the Future Business Leaders of America (FBLA) of Woodsville High School. The members include Dennis Ruprecht, president of the FBLA in Woodsville, Vice President Joseph Mitchell, President of Youth and Government Hope Cataldo and Director Nikita Duling. Dennis did a short presentation of what the FBLA was and did, along with a short history of the FBLA. Dennis, Joseph, Hope and Nikita all spoke briefly about what the FBLA has done for them. Chairman Fortier stated that Dennis had been to a recent Selectboard meeting concerning the War Veterans' Memorial. He then presented a proclamation from the Selectboard to the Future Business Leaders of America (FBLA) of Woodsville High School. The week of February 8-14, 2015 was proclaimed as FBLA-PBL Week in the Town of Haverhill, NH. There were pictures taken by Mr. Nichols of the Selectboard and the FBLA members.
- **Leslie Ramsay-Health Coordinator:** Leslie Ramsay was attending as Safety and Health Coordinator through Health Trust. She has recently been named Health Coordinator and Health Trust had given her a check for \$500 to run incentives for the program. During the year, she is obligated to run one (1) challenge, but she will be running more than one. Each challenge will have a reward, such as a gift certificate, monetary or material. She needed to find out how she was going to access the \$500. Lynn Wheeler made the motion to allow Leslie to receive a debit card for the \$500; seconded by Tom Friel and carried unanimously.
- **Good Shepherd Ecumenical Food Pantry-Lease:** TM English stated that the Good Shepherd Ecumenical Food Pantry people could not make the meeting. They were rescheduled for the next meeting on February 23, 2015.

Public Hearing: None

Town Manager's Report: TM English passed.

New Business:

- **Resignation from Recreation Commission:** The Recreation Commission had received a letter of resignation from David Robinson. It was very hard for him to come to the meetings due to his obligations to his business. Lynn Wheeler made the motion to accept the resignation of David Robinson from the Recreation Commission; seconded by Robert Roudebush and carried unanimously. Lynn wanted to thank David for his participation and his valuable insight to the Committee. TM English would write a thank-you letter to Mr. Robinson.
- **Ammonoosuc River Local Advisory Committee Request:** AA Lacaillade stated that every year the Ammonoosuc River Local Advisory Committee asks for a \$50 Town contribution to help with their supplies for running their Committee (envelopes and paper). Robert Roudebush made the motion to approve the \$50 Town contribution; seconded by Lynn Wheeler and carried unanimously.

Commission/Committee Reports: Lynn Wheeler reported that the Recreation Committee was having a Penny Sale on February 14, 2015 at the Robert E. Clifford Memorial Building. If anyone had anything to donate to the Sale, the Committee would be glad to have it. It would be appreciated if people would come out.

Correspondence: Chairman Fortier reported that Board members had received an informational packet from Court Street Arts about their programs.

Comments of the Public: Darwin Clogston stated that he knew that the Board had already approved the 1/26/15 Minutes, but he felt that the Minutes on the Airport Commission presentation were lacking some information. One item was the motion made by Robert Roudebush with no second was missing from the Minutes. Other items were school bus usage and the two crashes in the history of the Airport. He felt that these items should be reflected in the Minutes. The other item that he had was that he had looked at the website for the Dean Memorial Airport and the displaced threshold of the runway was 185 feet. Chairman Fortier asked if anyone wanted to amend the Minutes and Rick Ladd stated that he would reconsider. Rick Ladd made the motion to reconsider; seconded by Tom Friel and carried unanimously. Robert Roudebush made the motion to accept the amended minutes of January 26, 2015; seconded by Tom Friel and carried unanimously.

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

Comments of Selectboard Members: None

Pending (Old) Business:

- **2015 Budget:** Chairman Fortier stated that the Board should have a firm indication of what they are willing to accept in the budget. This may change to some degree after the Budget Hearing. He stated that most of the Board members have sat in on the Advisory Budget Committee meetings; the Advisory Budget Committee knows what their direction is. He stated that TM English had given them a new operating budget and some of the items may not be funded – one of them being Hazardous Waste and the other is deferring the replacement of the Stonecrest culvert. Some of the other possible cuts could be the NCC gravel road study, the new position for the Police Department, wage adjustments, the engineering study for the JRM Building heating system and other repairs and maintenance for the building. Still others are the security of the Selectboard and Town Clerk offices, the new Highway truck, and the Solid Waste Clean-up. Chairman Fortier asked TM English how much those would total up to and TM English responded that it would be \$160,000. Lynn Wheeler had questions about the Robert E. Clifford Memorial Building's supplies line, which was \$2,275 and the JRM supplies line, which was \$4,586 for a total of \$7,861 and last year, it was \$4,267 and wondered if there was something specific that she didn't know about. AA Lacaillade stated that for both buildings, supplies were bathroom paper,

trash can liners, cleaners, hand soap, scrubbers, batteries, hand-cleaner, and urinal blocks. JRM Building also included ice melt, gloves and much more usage. She also stated that there would be more cleaning in the RECM Building due to having a tenant this year. Lynn also questioned the Retirement lines of both buildings and AA Lacaillade stated she would look at the items and make corrections as necessary. Lynn then asked about the Airport Manager's salary and Robert Roudebush commented that it was up due to the fact that a new manager would have to be trained due to Jim Fortier's retirement at the end of the year. Lynn then asked if the Winter Sand came out of the Town's pit and TM English responded that it did. The Town had to pay to screen it. Lynn also asked about HARP Counselor salaries going up and AA Lacaillade stated it was due to more hours for before and after care. Chairman Fortier asked if the Town was paying \$19,000 for Health Insurance for the RECM and the JRM Buildings and AA Lacaillade stated that for a Family Plan, the Town's portion was \$19,615 and the employee pays 20%. She also stated that Rich's hours were being reallocated between the RECM, JRM and the Pool this year. She then stated that on Rich's Retirement line for the Robert E. Clifford Memorial Building, the retirement number should be \$899.46 rather than \$3,598.

Robert Roudebush asked if the Advisory Budget Committee had increased the cost of the Highway truck from \$95,000 to \$105,000 and was told that they had. Robert also asked about the Repairs & Maintenance of the JRM Building. TM English responded that the storage space was to add a small storage room off the gym. Robert then asked about the Selectboard, Town Clerk and Conference Room security. TM English explained that the Board had discussed the concept of added security in these three rooms. It included installing higher counters with plexiglass in the Town Clerk and Selectboard Offices. The Conference Room would have another door in order to go out the front. Lynn had a question about no heat in the storage room and TM English responded that the room would be framed and the walls and ceiling would be insulated. Chairman Fortier asked if there was anything else on the new 2015 operating budget list that they should not fund. Rick Ladd stated that it depended on where they were going with the total budget. He also commented that for three-fourths of the year, they would be funding a new Police Officer and subsequent years, it would be \$80,000. That is an increase that the Board would have to recognize as not just for this year, but subsequent years. TM English commented that the Equipment and Clothing are one-time expenditures; they are not every year. Rick asked if the \$60,000 was just salary or everything on the list and TM English stated that it was everything. Robert Roudebush brought up the Tri-County CAP decrease of \$4,000. Rick thought that the Board should hold the budget where it was because Tri-County CAP didn't submit a request. TM English stated that the fuel assistance money is pass-through money from the Federal government to the State to Tri-County CAP and they are able to take a portion of that for administrative costs. Chairman Fortier stated that his personal cuts would be the NCC gravel road analysis, the engineering heating study, the repairs and maintenance, the solid waste clean-up, the hazardous waste collection and the Stonecrest culvert project. Lynn asked if the Stonecrest culvert was on the red list from the State and was told that it was not. TM English cautioned the Board that the Town had immunity from infrastructure and any issue that is brought to the Town's attention and then fails, the Town would lose their 100% immunity. Lynn asked Chairman Fortier what the cost was of his cuts and he stated that it was \$76,700. Lynn then asked what that would do to the tax rate and the reply was less than 29 cents. Chairman Fortier stated that he didn't want to forget about the Stonecrest culvert project but felt that they needed better guidance on how to assess and attack such problems. Rick stated that if the Town is interested in looking at both the gravel and paved roads and getting support within the community to help do this, then the Board needs to know what condition the gravel roads are in, including the 12 miles of gravel roads in Mountain Lakes. If they are going to develop a comprehensive plan on how to attack things, they need to look at both gravel and paved roads. Chairman Fortier stated that the two, large gravel reconstructions done in the last two years, they were done because of the severity of the mud season. Tom Friel stated that another reason they were done was because Chief Hammond of the North Haverhill Fire Department could not get emergency vehicles in there during mud season, which made it a hazardous situation. Chairman Fortier asked Howard Hatch if the reconstruction done on County Road and Lime Kiln Road were a necessity and Howard thought that they needed to bring the condition up on all the gravel roads. Howard's plan is to not do a bond. But set

aside funds to possibly do a project every other year with a possible \$250,000. He is in favor of pay-as-you-go. Howard had spoken with Joe Maccini and Joe said that with a little planning, instead of each year trying to appropriate funds, raise \$100,000 and then the second year, raise it \$200,000 for major improvements. Chairman Fortier asked if there were any other concerns regarding the budget, not the bond. Rick stated that he still had problems with the amount of money toward the third-party Inspector, especially the way he thinks it is going. Lynn asked what the Board member's bottom line is for the budget. Chairman Fortier wanted to address an issue about the police officer. He stated that the Board has been shooting down an 8th officer for over ten years. TM English stated that the Board was not just hiring another officer; they would be promoting an officer to a detective and the new officer would be for patrol. Tom Friel asked if the overtime budget for the Police Department could be reduced to \$10,000. There would be no way to know that until the detective was in place and it could possibly take two years before the Board would know that. Robert and Tom were not in favor of eliminating the Police Officer position. Going back to Lynn's question, Chairman Fortier stated that he could not work that way; he had to hit it up front and make a decision whether or not to keep a program. It was difficult for him to give her a bottom line figure. Lynn was looking at what TM English had given them and he had said that the impact of this total proposed budget on Town taxes would be a \$121,567 increase, which would add 35 cents to the Town tax rate. Rick asked if that amount included the culvert repair or was that a separate article. He was told that it was a separate Warrant Article. Chairman Fortier stated that if the Board took away the \$4,000 from Tri-County CAP, his recommendation would now be \$80,700. Tom Friel stated that by reducing \$80,700, it would be equivalent to 23.4 cents on the total budget. TM English stated that if the Board was not willing to do the riverbank restoration project that would be another \$3,200. With the correction on the retirement of the RECM Building, the total is now up to roughly \$86,600 in cuts. TM English stated that the Board could look at cutting the \$6,120 part-time salaries for the Highway Department, which would now make the total \$92,720. He cautioned that the Hazardous Waste Collection was a popular event and the Town hasn't had one in a few years. This event did generate some revenue, but the Town did have to pay upfront. He was told that it could wait a year.

Rick asked how much money the Town spent on inspections last year. He stated that they were putting \$27,000 into the Fire Department-Inspections account and that is the account, percentage-wise, that is jumping the most. The Board has been asking for accountability and the Board is still not getting it, so why throw more money at it. Chairman Fortier stated that it was Rick's brainchild and it was a good one. Rick stated that it is not filtering out the way it was set up. Robert Roudebush commented that it wasn't in operation yet. Chairman Fortier felt it was worth a shot with the one new applicant. He also commented that if it doesn't work in a year, then it simply won't be funded the following year. Lynn commented that it was her understanding that the Fire Inspector would be neutral and the three Chiefs would be the supervisory group. The three Chiefs have signed on to this new data. TM English stated that it was not a condition of employment that the candidate could not be connected to any of the Fire Departments. If this became a problem in the future, this could become a condition of employment. Rick stated that this candidate for Inspector would actually be a conflict because he is an employee of the Woodsville Fire Department. AA Lacaillade asked Rick if he had a number in mind for the amount of inspections to be done in a year's time. Rick stated that the Board had talked about \$25/hour for so many hours a week. He is all in favor of doing this, but there is a conflict with the individual being within one of the Departments. The \$27,000 included the inspections done by both the Inspector and the Fire Chiefs. Chairman Fortier commented that he didn't know if he could take away the conflict, but they could cut some of the funding. He suggested cutting the funding to \$10,000. It was decided that the number would be \$16,600, which included the stipends that the Chiefs were getting. The total of the cuts was now \$102,720, but \$11,000 needed to be subtracted from that amount due to the \$10,000 increase for the Highway truck and \$1,000 to Horse Meadow Senior Center, making the total now \$91,720.

Darwin Clogston noted that the totals on the list given to them from TM English totaled \$277,013. He also stated that the cuts were between \$98,800 and \$102,720. TM English stated that the \$160,000 that he had previously spoken about was the net figure because the budget, not counting the items on the list,

was reduced. Chairman Fortier stated that the Board would make a final decision about the budget after the Budget Hearing on Wednesday, February 11, 2015. He then went over the list of cuts that the Board had talked about earlier, which totaled \$100,020. TM English stated that they were not going to come up with an exact number because the Woodsville portion needed to be recalculated.

Rick Ladd asked what they were going to do about the bond. Chairman Fortier asked where the Board stood on the bond. The Board's options are the bond or other methodology significantly different from the past pay-as-you-go. Robert stated that it is time for the townspeople to decide on this. Rick stated that he was not going to vote on the bond based on the priorities list. Tom has a different set of priorities. Chairman Fortier stated that the Board needed to give the public an answer whether the Board is in agreement with the \$1,019,385 bond or not. Rick commented that at Town Meeting, people were going to ask what the money was going to be used for. Chairman Fortier stated that they were going to ask that question at Town Meeting and between now and Town Meeting, the Board needs to figure out what they want to accomplish over a two-year period. If the Board was going to eliminate crack seal from the list and do it as regular maintenance, then that leaves other categories of shim and overlay, rehabilitation and total reconstruction. Tom had an idea to take some off the top and address the bottom of the list, which would take care of some of the worst roads. Tom stated that if they were going for the bond, this would be his suggestion. Chairman Fortier stated that the total interest over the life of the 10-year bond would be \$148,000. Robert stated that they must not forget the argument in favor of getting the money all at one time; deals would be negotiated on a volume buy. Robert was in favor of the bond and Tom thought the Board should do the \$1 million bond but have a fallback of a \$500,000 bond. Chairman Fortier stated that at the Public Hearing, people were going to ask the Board if they were in favor of the bond. If it was the general consensus of the Board to go with a bond, they would be able to tell the townspeople, "This is what we are going to do". He felt that the Board would be in a better position at the beginning of the Hearing with that kind of information. Chairman Fortier asked Darwin Clogston how he felt about the bond and Mr. Clogston told the Board that he would not vote for any bond. Rick is in favor of pay-as-you-go. Rick commented that if we had the "oil well out back", he could support the addition of another officer, knowing that next year it would be around \$80,000 for that officer. If the Board didn't go for the bond, Robert Roudebush suggested whatever funds were going to be paid for interest, add that amount to the Highway budget for road improvements each year. Lynn asked why the Town was in such bad shape as far as taxes were concerned and TM English stated it was the school tax. He commented that they were talking about pennies and dollars were flying out the door for the schools. Chairman Fortier asked if the Board was leaning towards pay-as-you-go. Rick stated that he was. Ed Ballam stated that he would appreciate the option of having the chance to vote for the bond. Whether he supports the bond or not is irrelevant, he would appreciate the option of being able to vote. Lynn asked if after Town Meeting and the bond gets voted down, will the Board have the option to up the Highway budget \$200,000 for the roads. TM English stated that they would have to make a motion to amend the operating budget at Town Meeting. Chairman Fortier commented that they would get public input at the Bond Hearing on February 11, 2015.

Chairman Fortier asked how the Board felt about the additional officer. Robert Roudebush and Tom Friel were in support of the officer. Lynn Wheeler didn't know. Rick Ladd was leaning against it. Chairman Fortier was in support of the officer. Rick Ladd commented that when people start getting taxed so much that they don't have any money in their pockets then more officers are going to be needed. It was a catch-22. Chairman Fortier stated that with the addition of the detective, the overtime salary line should go down a bit. He then asked what parts of the budget each Board member wanted to present. He suggested they think about it and let him know. Lynn asked what happens if they weren't happy with the budget at all. Chairman Fortier stated that if they weren't happy with the budget, they needed to flush that out. Tom suggested waiting until after the Bond Hearing. On the budget itself, the Board has identified some areas that could be cut. Robert Roudebush made the motion to cut \$10,000 for the Hazardous Waste Day, \$45,000 for the Stonecrest culvert project, \$5,000 for the Selectboard Professional Services gravel road analysis, \$4,500 for the JRM engineering study, \$11,200 for the JRM Repairs & Maintenance, \$1,000 for the solid waste health complaints, \$4,000 for Tri-County CAP,

\$3,200 for the Riverbank restoration project, \$6,120 for the part-time Highway salary, \$10,000 from the Fire Inspector fees for a total of \$100,020; accept \$10,000 into the budget for the Highway truck and \$1,000 for Horse Meadow Senior Center; seconded by Lynn Wheeler; Rick Ladd was opposed; the motion passed. Lynn Wheeler asked Chairman Fortier what his opinion would be and he stated that he would vote to make the cuts. Rick Ladd wanted it noted that he would reduce the budget more and that's why he voted against it.

Adjourn Meeting: Robert Roudebush made a motion to adjourn; seconded by Rick Ladd and all approved. Chairman Fortier adjourned at 8:52 pm.

Minutes transcribed by Karen Hyde