

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, March 7, 2016
Draft Subject to Review, Correction and Approval at Following Meeting

Board Members Present: Wayne Fortier, Tom Friel, Rick Ladd and Robert Maccini

Interim Town Manager: Jo Lacaillade

Administrative Assistant/Finance Officer: Jo Lacaillade

Selectboard Clerk: Karen Hyde

Members of the Public Present: Dennis Cunningham, Darwin Clogston, Howard Hatch, Mike Bonanno and Evelyn Elms

Call Meeting to Order:

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

Pledge of Allegiance

Agenda Approval (additions/deletions completed by Board consent): Tom Friel made a motion to accept the agenda; seconded by Robert Maccini and carried unanimously.

Approval of Consent Agenda: Rick Ladd made a motion to accept the consent agenda; seconded by Tom Friel and carried unanimously.

Scheduled Public Appearance(s):

- **Heritage Commission Appts: Evelyn Elms and James Hobbs:** Chairman Fortier commented that there was supposed to be two (2) people in attendance, but they were not there currently. This item would be tabled to see if they would show up. He said that this would be good for this Committee as membership has been low.

Public Hearing: None

Chairman Fortier asked Mr. Bonanno if he had a question about the contract and Mr. Bonanno replied that he did. Mike commented that at the last meeting, they were asked to go over job descriptions and he had a question on Glenn's job description under coordinate responses to emergencies and take the lead in keeping emergency plans updated. He asked if this meant that if there were a structure fire and the fire departments had to go to mutual aid, which means different departments in different parts of town, was Glenn part of the incident command system or was he notified in an emergency such as this. Interim TM Lacaillade stated that for fire the answer would be no. It had more to do with wind storms or flooding that he would have been at the command center. Bob Maccini stated that it would be fire if it was more than just a fire and Interim TM Lacaillade stated that was so. Mike asked if the next Town Manager would fall under the incident command system as far as a huge fire was concerned, such as the Opera Block catching fire. Chairman Fortier thought that the Town Manager would be on site with whoever was in command. He commented that the emergency response command system is run by either the police chief or the fire chief, but the Town Manager would be there to offer any resources that they may need. Interim TM Lacaillade commented that the Emergency Management Director may

also be in charge. The other question that Mike had was in the job search, were they going to require that the Town Manager lived in town or within 30 or 40 miles of town. Rick Ladd responded that recently there were some towns in the southern part of the state that have lost their town managers and in their job description, it was required that the town manager live within town. These towns were not able to hire for a year and a half because of this requirement. Haverhill does not have this requirement in their town manager job description.

Interim Town Manager's Report: Interim TM Lacaillade reported that she only had correspondence from North Country Council that the Board was going to discuss later.

Pending (Old) Business: None

New Business:

- **Town Meeting Coverage:** Chairman Fortier commented that voting day was March 9, 2016. There were two people getting off the Board and he could not be in the polling area because he was running. Tom, Rick and Bob were free. The requirement is to have one Selectboard rep in the building during voting in the event the Moderator has a problem or he wants to take a break. The voting is from 8-6. Bob would be there from 8-10 am and 4:30-6:00 pm. Rick would be there from 10-1:30. Tom would be there from 1:30-4:30 and come back in at 6:00 for ballot counting. Chairman Fortier asked that his fellow Selectmen review the budget and be prepared to answer any questions that may come from the floor at the meeting.

Commission/Committee Reports: Chairman Fortier noted that it looked like the Heritage Commission was going to get up to the bare minimum as far as the number of members. Interim TM Lacaillade noted that the Rec Commission's annual Penny Sale had their best year yet, bringing in a little over \$1800.

Correspondence: Chairman Fortier noted that there was the notice from North Country Council that Interim TM Lacaillade had alluded to which would be acted on when the new Selectboard was in place. There was an updated Haverhill Cemetery Bylaws that needed to be added to the Board's policy manuals. There was a Legislative Bulletin dated March 4, 2016. Tom asked about HB 1688 and Rick asked him if that was the one that Chief Charles was concerned about and Tom said that it was. Rick went on to say that there was another one, HB 1687, for the schools which was similar and puts the liability on the employees, which is a bad bill for towns. Both bills went into expedient to legislature, which makes them essentially dead.

Comments of the Public: None

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

Comments of Selectboard Members: Robert Maccini wanted to express, as a Board, their appreciation to Rick Ladd for the amount of time that he has put in as a Selectboard member. Chairman Fortier commented that it has been a pleasure serving with Rick. Rick commented that there were 514 bills in the legislature. His Committee alone dealt with 80 bills. There is a lot going on in the legislature.

Non-Public Session Pursuant to RSA 91-A:3(e): Negotiation of pending claim

Tom Friel made the motion to come out of regular session; seconded by Robert Maccini and all agreed. Before going into non-public session, Chairman Fortier wanted to thank Robert for agreeing to take the

position of Selectboard member for a short time. Tom Friel made the motion to go into non-public session; seconded by Robert Maccini. The Board was polled and all agreed to go into non-public session.

Robert Maccini made the motion to come out of non-public session at 6:35 pm; seconded by Tom Friel and all agreed. No motions made; no action taken, and minutes are to be sealed. All approved. Robert Maccini made the motion to initiate penalties as of January 14, 2016 concerning junk cars and Brushwood Realty; seconded by Rick Ladd and all approved. Robert Maccini made the motion to continue with the Board's language on the designee as submitted in the original document; seconded by Tom Friel and all approved.

Non-Public Session Per RSA 91-A:3(a): Personnel Matter

Robert Maccini made the motion to go back into non-public session at 6:36 pm; seconded by Tom Friel. The Board was polled and all agreed to go into non-public session.

Rick Ladd made the motion to come out of non-public session at 6:46 pm; seconded by Tom Friel and all agreed. Public session reconvened at 6:46 pm. No motions made; no action taken, and minutes are to be sealed. All approved. Rick Ladd made the motion to accept the second reading of the Town Manager job description, which is identified as Attachment A; seconded by Tom Friel and all approved. It will be dated March 7, 2016. Tom Friel made the motion to accept the contract of the Interim Town Manager as printed and amended; seconded by Robert Maccini and all approved. Rick Ladd made the motion to accept attachment B, which outlines, in detail, the rate of pay; seconded by Robert Maccini and all approved. Interim TM Lacaillade commented that she was contacted by Ron Rhodes, who is the engineer for both the Page Road and Stonecrest Drive projects. He was going to meet with Interim TM Lacaillade on March 23 at 10:00 and go over both projects thoroughly of what is expected from the Town, what the process is and where they are on the project. She has asked Road Agent Stuart McDanolds to come and sit in on the meeting. Bob asked if an independent could come to the meeting and Interim TM Lacaillade stated that she would be happy to have him sit in. Rick asked Interim TM Lacaillade about the recycling. She explained that she wanted to reach out to Newbury and find out what the issues are. She was going to look into what some of the Town's options might be. Tom's suggestion was to bring this issue up with the new Board. Interim TM Lacaillade stated that they had a year to find a solution to the recycling problem and this was one of the things at the top of her list.

Scheduled Public Appearance(s):

- **Heritage Commission Appts: Evelyn Elms:** Evelyn Elms was interviewed by the Board as an appointee to the Heritage Commission. She has lived in Haverhill her whole life and was willing to attend trainings that were related to the Heritage Commission. Robert Maccini made the motion to appoint Ms. Evelyn Elms to the Heritage Commission; seconded by Rick Ladd and carried unanimously. Ms. Elms was sworn in by Chairman Fortier.

Adjourn Meeting: Robert Maccini made a motion to adjourn; seconded by Rick Ladd and all approved. Chairman Fortier adjourned at 7:05 pm.

Minutes transcribed by Karen Hyde