

**MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING**  
**Monday, June 13, 2016**  
**Draft Subject to Review, Correction and Approval at Following Meeting**

**Board Members Present:** Wayne Fortier, Tom Friel, Darwin Clogston and Mike Bonanno

**Board Member Excused:** Chris Luurtsema

**Interim Town Manager:** Jo Lacaillade

**Administrative Assistant/Finance Officer:** Jo Lacaillade

**Selectboard Clerk:** Karen Hyde

**Members of the Public Present:** Chief Byron Charles, Samantha Blanchard and Ed Ballam – JO

**Call Meeting to Order:**

Chairman Fortier called the meeting to order at 6:01 pm.

**Pledge of Allegiance**

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

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

**Scheduled Public Appearance(s):**

- **Chief Charles-Update to Board:** Chief Charles began his update with the positions that the Police Department was filling. They currently have six (6) new applicants for the Office Manager position. They have sworn in a new part-time officer who made it through the process. There have been multiple hiring processes over the last year to try and fill the full-time position but they haven't had anyone complete the process. There are two (2) other officers that are making it through the process. They have been through the polygraph test. They have finished everything up to this point and have both passed for the full-time position. It is a matter of moving on to the psychological test, which will take place next week. They will then move forward with both of them. They have both been given conditional offers for part-time work, but if they make it through the process, the Police Department will pick the full-timer from one or the other. They will continue with this goal and the next Academy doesn't start until August. Chief Charles stated that the Police Department has done various trainings throughout this year. One of the trainings was a street crime seminar, which occurred in March. A couple of weeks ago, they had a critical incident team (CIT) training. Both of these conferences drew officers from the Concord-Merrimack area. Just last week, the Police Department did critical action training, also called "Active Shooter" training, for the Town's employees. Moving forward, they will offer this to the rest of the Town's employees and at some point in the future, they would like to open that up to the public. The critical action training is actually an OSHA requirement.

The Police Department is continuing with the "If you see something, say something" campaign. They recently had a drug take-back day. Chief Charles didn't have the official count of how much they took in, but it was a lot. Once he gets that number, he will pass it on to Interim TM Lacaillade and she will pass it on to the Board. Chief Charles commented that the Drug Coalition is growing bigger and bigger. They recently met with Jeanie Forrester at Cottage Hospital where many people in the community get to express their concerns right to her. She also got to hear directly from the Police Department. He provided the Board with an update on the drug overdose problem. He commented that reported overdoses to the Police Department are down, but believes it is due to the availability of Narcan. The Police Department is seeing an increase in

not just meth, but the making of meth, which causes concern because it is very volatile when they are trying to make it. They are getting more information on that. They recently made an arrest for someone with LSD, which hasn't been seen for years. They are receiving information that LSD is still coming into the area. He went on to say that they did receive their speed patrol grants, which started about two weeks ago. It gets a cruiser out on the road specifically for that purpose. The Police Department is seeing a substantial increase in theft, particularly the department stores, which they are responding to on a regular basis. Tom Friel noted that he had seen the cruisers out on Routes 25 and 116 running radar. He also mentioned that he thought the Active Shooter training was excellent. Mike Bonanno asked about doing a gun buy-back. Chief Charles was not in favor of this. It is a substantial amount of work for the Police Department to get rid of firearms. Mike asked if all the thefts were taking away valuable time from the Police Department. Chief Charles stated that it definitely was. Mike commented that he thought the Police Department was doing a great job. Darwin stated that rumor had it there was an officer under disciplinary action and wanted to know if that was true. Chief Charles responded that at this point, he would not answer that question. They were in a public meeting and anything that had to do with employees, he thought they had to be real careful about because the employee has rights and they don't want to put themselves in a position where the employee's rights would be compromised. Chief Charles was more than happy to go into a closed session with the Board if they wanted to do that. He has spoken with Interim TM Lacaillade about various items and that is where he was going to leave that. Darwin asked when there were multiple calls to dispatch, were the calls billed per incidence or per call. Chief Charles stated that it was per call for service. Darwin asked if the full-time officers were getting a lot of overtime and if so, were the part-time officers going to pick up some of that overtime. Chief Charles stated that part-time officers are used for special events, such as the 4<sup>th</sup> of July, various details at the hospital or in case of sickness or a broken leg. When the Department uses a part-time officer, it doesn't cost the Department overtime. He went on to say that the Police Department lives within the part-time budget. Chairman Fortier thanked Chief Charles and told him that it was a good report.

Samantha Blanchard was in attendance because she was told by Sherri Sargent to be at the meeting at 6:30 to be appointed to the Recreation Committee. Tom commented that he could fill the Board in about this. Ms. Blanchard wanted to become a part of the Rec Committee. Interim TM Lacaillade stated that she hadn't been advised to have an appointment form ready or anything. Darwin asked if the Board could appoint her anyway. Interim TM Lacaillade stated that they could interview Ms. Blanchard but she wouldn't have the form for the Board to sign because she didn't have the information. Chairman Fortier interviewed Ms. Blanchard to become a member of the Recreation Committee. Mike Bonanno made the motion to appoint Samantha Blanchard to the Recreation Committee; seconded by Tom Friel and carried unanimously. The Board members would come into the Town Clerk's office to sign the appointment form and then Samantha could be sworn in.

**Public Hearing:** None

**Interim Town Manager's Report:** Interim TM Lacaillade handed out her biweekly report to the Board. She commented that she had met with Regan Pride of North Country Council regarding the recycling issue. They are hoping to bring a presentation to the Board at the July 11, 2016 meeting. The purchasing policy has been sent to Walter Mitchell for review. Winter sand and purchased gravel bids have been sent out. The Highway Advisory Committee will meet on Wednesday, June 15 at 6:00 pm to review minutes of the last meeting and road specs for the Clark Pond Road project. There has been one set of interviews for the Finance Officer position. Tina Hebert, Chairman Fortier and she have interviewed five (5) applicants and at this point, there has been no decision. She continued that the Household Hazardous Waste day is Saturday, July 9, 2016 at the Robert E. Clifford Memorial Building. She has spoken with Walter Mitchell about the Administrative Order for the properties in Woodsville. She has also asked Steve Robbins for an update on any changes to the property then she will be back in touch with the attorney. Darwin commented that it seemed like there were several "balls dropped" by Mr. Mitchell and were they happy with him as their attorney. Chairman Fortier commented that it seemed like the only "ball dropped" was the Administrative Order. Darwin stated that he had a wrong RSA on something that the Board looked at. Tom asked what the contract was with the attorney and Interim TM Lacaillade stated that there was no contract. The Board had voted to go with Mr. Mitchell's firm last year. Darwin commented that he wasn't saying they were bad. Chairman Fortier stated that if the Board had any further questions or concerns, the Board would address that with Mr.

Mitchell.

Mike asked if there were any updates on the Mountain Lakes' thing. Interim TM Lacaillade stated that there were not. She had sent Steve Whitley, the attorney for the Mountain Lakes issue, an e-mail asking for an update. The person that the law firm hired to do the research is not being responsive. Interim TM Lacaillade told them that they were going to be responsive or they were going to move on with somebody else. Tom suggested that they sit down with the people from Mountain Lakes and have a discussion about trying to resolve the issue. Chairman Fortier asked what they do with the project that has already been initiated. Do they halt it or put it in abeyance for a while until they meet with the Mountain Lakes Commissioners. Tom suggested abeyance until they can get together with their Board and this Board. Mike Bonanno would get in touch with the Mountain Lakes' Precinct Commissioners concerning an agreeable date for such a discussion.

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

- **Completion of SAU-23 3-year lease:** Chairman Fortier commented that the Board had drafted a letter that was identical to the former lease. Mike Bonanno made a motion to accept and adopt the 3-year lease with SAU-23; seconded by Tom Friel and carried unanimously.
- **Airport Road Lot:** Tom showed the Board the plot plan and survey paid for by Mr. Henson. It was his property and the infamous Town dump lot. Tom commented that they had passed out copies of this particular plot plan when they were attempting to sell the lot and said that anybody who bought this lot would have to agree with Mr. Henson on that particular boundary line between Mr. Henson's property and the Town dump. There are four boundaries on this plot; one is the road, one is the range line which is clearly defined with markers, the brook which is a clear boundary line, and the only thing that needs to be agreed to is the line between Mr. Henson's property and the Town. The plot plan was not recordable because it stated "suggested boundary line agreement". Mr. Henson agrees that this is the boundary line and if the Town agrees with the boundary line, they now have a precise boundary between the Town dump and Mr. Henson's property, which was not going to be an issue when Mr. Henson was going to buy the lot. The result is they need a clear, defined line between the two. The only thing that is keeping this from being recorded is the Town has to agree with Mr. Henson about where the boundary line is. Tom Friel made the motion to accept Mr. Henson's plot plan (Map 414, Lots 7 & 8) done by a licensed surveyor as acceptable to the Town and direct the Town's attorney to take care of the proper paperwork for the agreement between the two parties. Mike asked what the difference was between this and what they had voted on at the last meeting. Tom stated that they had voted on the sale of it, not the boundary line of it. Chairman Fortier stated that they had voted on signing a deed that indicated that the Town would keep the berm and the rights to that cistern there. Tom stated that the boundary line was a separate issue. Darwin commented that if Mr. Henson agrees to the deed, the boundary line is a non-issue. If Mr. Henson doesn't agree with the deed, a boundary line needs to be set. Darwin commented that if they waited a little to see if Mr. Henson would sign the deed, the Board could save some money on attorneys and mylars. Tom stated that they would have nothing to lose by waiting. Chairman Fortier commented that they would get the deed to Mr. Henson and see if he agrees with it. If he doesn't agree, they will bring this issue back to establish the boundary line. Tom commented that his impression was that Mr. Henson would not sign it. The motion made by Tom was seconded by Mike Bonanno and carried unanimously.

#### **New Business:**

- **Monthly Reports-Road Agent:** Interim TM Lacaillade stated that Darwin had asked for this to be placed on the Agenda to see if the Board is interested in written reports from the Road Agent or quarterly reports. Tom commented that they were having the Police Chief come in on a quarterly basis, why couldn't they have the Road Agent in on a quarterly basis. Darwin commented that a written report would give the Board an idea of how much they are spending and for what. Interim TM Lacaillade asked how detailed Darwin wanted the reports because Stuart was a working Road Agent and any time taken away for writing reports, he's not out on the road. Darwin stated that he didn't think it needed to be a lot of detail. Tom then commented that he liked the idea of a written report and then being able to ask questions. He thought a combination of both. Interim TM Lacaillade stated that she didn't have a problem with Stuart coming in and giving a report or a written report as long as it wasn't taking up hours of his time generating a report and not spent out on the roads. She also commented that Stuart kept track of his daily activities on his desk calendar. Darwin stated

that Stuart's log would be fine with him. Chairman Fortier commented that he didn't want to micromanage the Highway Department, but he did think that there was a baseline that the Board needed to understand how much it costs to grade a road a half a mile or a mile. He would be satisfied with a written report of what the Highway Department does in a week whether it be a monthly report or quarterly report. Darwin agreed with this. Darwin then asked about the Highway Department not being able to take time off in the winter. He asked if there were set times. Interim TM Lacaillade explained that it was during snow season. She explained that this was not her policy; it was a long-standing policy. If there were two people out and there was a big storm, there would be no coverage. Darwin asked what their vacation schedule was. Interim TM Lacaillade replied that it was usually June, July and August. There is one that takes time off at hunting season. Darwin then commented that all five guys take their vacation in June, July and August and what does that amount to. Interim TM Lacaillade stated that Jon, Gene and Lester received four (4) weeks a year; Curt is at two (2) weeks and Stuart has just recently gone to three (3) weeks. Darwin was just trying to get a feel to how many man-hours were left for summer work. Interim TM Lacaillade stated that they still needed to be able to take their vacation. Darwin then commented that the whole summer season, they are down 80%.

- **Airport Beacon Public Hearing Date:** Interim TM Lacaillade commented that the Airport Commission would like to set a date for the Airport Beacon Public Hearing. It was decided to have the Public Hearing on July 13, 2016 at 7 PM in the JRM Building. The Board would then make a decision at the August 8, 2016 Selectboard meeting.

**Commission/Committee Reports:** Darwin reported on the Airport Commission. They still didn't have a final number on the beacon in terms of cost and location. There was concern about Airport Minutes not hitting the Town website for extended periods of time. Interim TM Lacaillade commented that there was someone hired to help with the website and he hadn't been doing it. She apologized for any oversight.

**Correspondence:** Chairman Fortier commented that the only correspondence he was aware of was the Legislative Bulletin. There was also a thank-you card from Interim TM Lacaillade for a gift certificate.

**Comments of the Public:** Ed Ballam commented that last month the Board had asked about zoning issues given to the Planning Board. He wondered if the Board had any more direction rather than just the topic of zoning, which was huge. Chairman Fortier stated that at this point, it was only an idea because they have been hearing about dilapidated housing. He gets the sense that people are frustrated with the high property taxes but yet their property values in some areas are out of whack because of the condition of their neighbor's property. Ed commented that the zoning may or may not help this, depending on whether the properties are grandfathered. It would be a daunting task for the Planning Board.

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

**Comments of Selectboard Members:** Mike was looking for a couple of dates for the Family/Fun Day that he is planning at Mountain Lakes for the Board. The date decided on was August 13, 2016 with a rain date of August 20, 2016. Darwin will be out of town from June 16-July 4 and then again from July 22-August 7, 2016. Mike was going to be on vacation the week of July 4, 2016. Darwin asked Interim TM Lacaillade what repairs were made to Road Agent McDanolds' truck. She didn't know but would find out for him. Darwin commented that another rumor he had heard was that the Highway Department was working at the Pool. Interim TM Lacaillade stated that it wasn't a rumor; it was true. They had hauled top soil and crushed gravel to the Pool for an emergency situation and whatever they brought up would be charged to the Pool. Chairman Fortier commented that on July 5, 2016, the Board has an order of the court for Selectboard members to go on the property of Corzilius to inspect the property. Interim TM Lacaillade stated that it wasn't the entire Board; it was the designee of the Board.

**Adjourn Meeting:** Mike Bonanno made a motion to adjourn; seconded by Darwin Clogston and all approved. Chairman Fortier adjourned at 7:40 pm.

Minutes transcribed by Karen Hyde