

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, June 30, 2014
Draft Subject to Review, Correction and Approval at Following Meeting

Board Members Present: 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: Dennis Connole, Rich Clifford, Dennis Fournier, Terri Mertz, Austin Albro, Richard Morris, Deb Foster, Brad Kennedy, Don Hammond, Melissa Gould and Ed Ballam – Journal Opinion

Call Meeting to Order:

Chairman Wayne Fortier called the meeting to order at 6:02 pm

Pledge of Allegiance

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

- **Fire Chiefs and Precinct Commissioners – Life Safety Officer Job Description:** The Selectboard, Fire Chief Brad Kennedy of Woodsville, Fire Chief Don Hammond of North Haverhill, Fire Chief Richard Morris of Haverhill Corner and the Precinct Commissioners discussed the 5/21/14 draft of the Life Safety Officer Job Description. Brad Kennedy asked that the wording on page 1 of the draft concerning children and vulnerable adults be changed to the general public and the Selectboard agreed that that would be an excellent change. There was some discussion about whether the Life Safety Officer should be contracted or an employee. It was the consensus of the Board that it be a contracted service. Rick Ladd asked about the stipends for the three Fire Chiefs -- \$5,000 for Woodsville, \$1,000 for North Haverhill and \$1,000 for Haverhill Corner – and whether the Chiefs would still be doing some inspections but the bulk of the inspections would be done by the new person. Brad thought that they may have to revisit these stipends. Rick asked if Brad and Don could account for their inspection hours like Richard Morris does and they stated that they could. Rick stated that he was interested in moving forward and everyone being on the same page. Chairman Fortier stated that the purpose of the Life Safety Officer was to work on the backload of Life Safety Code inspections that the Town has. There was a question about the fee schedule. Chairman Fortier stated that a standardized fee schedule had been adopted. The Fire Chiefs would receive an electronic copy of the fee schedule. Don Hammond strayed from the Life Safety Officer Job Description and stated that not all houses had a 911 number on them. Lynn Wheeler stated that an article should go into the paper advising the public of the ordinance and that the Selectboard would now be enforcing the ordinance. The public would then have so many days to comply or be fined. Chairman Fortier stated that TM English would put out a 60-day notice and after that, the Selectboard would enforce the ordinance and any offender would be fined. The Board then returned to the subject of the Life Safety Officer Job Description. Lynn Wheeler made the motion to accept the draft job description dated 6/30/2014 with the words “children and vulnerable adults”

changed to the general public; seconded by Robert Roudebush and carried unanimously. Chairman Fortier thanked the Fire Chiefs and Precinct Commissioners for their work on the description. Brad Kennedy asked if they received no applicants for the Life Safety Officer, would things stay status quo and Chairman Fortier answered that it would.

- **Roberta Bernier, Grafton County Senior Services – USDA Grant Application:** Deb Foster was attending in place of Roberta Bernier, who could not attend. Deb was asking for the Selectboard’s support in obtaining USDA grants to build a 35 x 40 addition to the Horse Meadow Senior Center. Lynn Wheeler made the motion to support the 35 x 40 extension through a letter; seconded by Rick Ladd and carried unanimously.
- **Austin Albro-Haverhill Town Summer Intern:** Chairman Fortier introduced Austin Albro, the Haverhill summer intern. Chairman Fortier stated that Austin was recently at the Haverhill Economic Development Committee meeting and did a really good job. Austin then told the Board about himself. He graduated from Woodsville High School in 2012. He is presently attending Daytona State College studying public administration. He loves this Town and was looking for a way to give back and learn about it. Lynn Wheeler stated that she had attended the Economic Development Committee meeting and Austin had presented some really good ideas and stepped up to the plate. TM English stated that Austin had spoken with him about attracting young people of Austin’s age group and the ways to do that. AA Lacaillade stated that Austin was doing “an amazing job”.

Public Hearing: None

Public Appearance: Dennis Connole stated that he had appealed the taxes on the lot adjacent to his lot in February. He is claiming that there is a discrepancy of 10,000 square feet from the surveys he has had done and what the Town has for square footage. He has not had the surveys recorded at the Grafton County Registry of Deeds. The Town cannot adjust his square footage until those surveys are recorded. His other concern was that his lot was changed to “Waterview” from “Waterfront”. His tax card shows “Waterfront”. He states that he was never told that he had to record his surveys. Robert Roudebush asked Mr. Connole if the Selectboard Office had suggested to him a course of action he could take to resolve this. Chairman Fortier asked Mr. Connole if he had completed the steps that he was given and Mr. Connole replied that he was “working on it”. Chairman Fortier stated that Mr. Connole needed to have his surveys recorded. AA Lacaillade stated that the only way for Mr. Connole to abate his 2013 taxes would be to appeal to the Bureau of Tax and Land Appeals (BTLA), which she has sent him the application to do so. Again, Chairman Fortier told Mr. Connole that he needed to get his surveys recorded at the Registry of Deeds. Mr. Connole also stated that he did not like the way he was treated in the Selectboard Office and Chairman Fortier stated that it was so noted.

Town Manager’s Report: TM English stated that Mr. Northcott was totally professional in what he did. Mr. Connole had called the office on several occasions and he was extremely discourteous as he would not listen to what he was being told. TM English then reported on the Dingman property. The second part of the order had not been complied with and he would be keeping an eye on it.

Pending (Old) Business:

- **Health Ordinance-2nd reading for possible adoption:** There was more discussion about the proposed Health Ordinance. The Board went through section by section of the proposed ordinance and made some changes. It was decided that Board members would study the changes and there would be a third reading of the proposed Health Ordinance at the next meeting on July 14, 2014. TM English stated that he had spoken with the Health Officer and he had some issues with the proposed ordinance. The Health Officer would also be able to attend the next meeting and discuss the issues that he had.

New Business:

- **RSA 31:105 Liability for Damages Limited, Indemnification, Insurance:** AA Lacaillade stated that she had received a question on a listserve on how many Towns had adopted RSA 31:105. She did some

research and discovered that the Town had not adopted this RSA. The RSA indemnifies an unbonded employee, such as a Welfare Director, that they cannot be personally sued for the job that they do. Lynn Wheeler made the motion to adopt RSA 31:105 Liability for Damages Limited, Indemnification, Insurance; seconded by Robert Roudebush and carried unanimously.

- **Use of Covered Bridge Request:** AA Lacaillade presented a request for use of the Haverhill/Bath Covered Bridge for an October 18 wedding. There is no fee for the bridge, but the request does need to be approved by the Board. Lynn Wheeler made the motion to approve the use of the Haverhill/Bath Covered Bridge on October 18 for a wedding; seconded by Robert Roudebush and carried unanimously.

Commission/Committee Reports: Lynn Wheeler reported that HARP had 34 campers on their first day. She also reported that the concert on Sunday, June 29 was well attended. Chairman Fortier reported on the Haverhill Economic Development Committee. He reported on the update of the status of the website. Austin was going to help with the business survey while he is with the Town. There was also discussion on business visitations. It was decided that there would be a schedule set up for visitations. TM English stated that he and Beno Lamontagne, North Country Regional Resource Specialist, would be visiting 4 businesses on July 1 and any of the Board members who wanted to go with them was welcome. TM English would have a list of the businesses in Town by the next meeting on July 14, 2014.

Correspondence: Chairman Fortier stated that the Board had received a letter from Robert Fillion. The Board had also received a nice letter from Robert Roudebush about his assessment of the Haverhill Police Department. Robert stated that in his job-shadowing of the Police Department, he realized that he did not know, by face, all seven of Haverhill's Police Officers and was interested in ways of accomplishing that. He stated that the Chief was going to start a "Coffee Time" where that could be done.

Comments of the Public: Ed Ballam stated that he had been in the office when Mr. Connole was there. He stated that Mr. Connole was not "pleasant" and the folks that he was dealing with were very professional. He also stated that the Planning Board was going to be looking at gravel pits on July 12 for their 5-year inspections.

Comments of the Town Manager/Administrative Assistant-Finance Officer: TM English stated that anyone who wanted to join him and Beno for the visitations was welcome.

Comments of Selectboard Members: Chairman Fortier reminded everyone about the parade on July 4. On July 10, there was a meeting with Chris Boldt. TM English stated that it was actually agreed mediation. Chairman Fortier stated that the gentleman who had been interested in the storage building behind the Robert E. Clifford Memorial Building was interested in buying the storage building. Rick Ladd stated that he and Chairman Fortier would be walking in the July 4th parade with the VFW.

Adjourn Meeting: Robert Roudebush made a motion to adjourn; seconded by Lynn Wheeler and all approved. Chairman Fortier adjourned at 8:22 pm.

Minutes transcribed by Karen Hyde