

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Tuesday, September 6, 2016
Draft Subject to Review, Correction and Approval at Following Meeting

Board Members Present: Chairman Wayne Fortier, Tom Friel, Mike Bonanno, Darwin Clogston and Chris Luurtsema

Town Manager: Jo Lacaillade

Selectboard Clerk: Excused

Members of the Public Present: Rick Ladd, Doug Henson, Howard Hatch, Ruth Ranno, Bill Clark and Ed Ballam – JO

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): Mike Bonanno made a motion to accept the agenda; seconded by Tom Friel and carried unanimously.

Approval of Consent Agenda: Mike Bonanno made a motion to approve the consent agenda; seconded by Tom Friel. Darwin Clogston commented that there was discussion on the airport beacon at the August 22, 2016 Selectboard Meeting and nothing was mentioned about that in the Minutes. (The August 22, 2016 Meeting Minutes were reviewed and the Airport beacon was mentioned on page 3, second paragraph of the Minutes.) Darwin Clogston made the motion to amend the Minutes of the August 22, 2016 Meeting; seconded by Tom Friel and carried unanimously.

Scheduled Public Appearance(s): There were no scheduled appearances.

Chairman Fortier commented that Rick Ladd would like to address the Board about the Haverhill Corner Water Commission. Rick was trying to get some information about the water line that goes into Ridgeway where there is a culvert that was approved by the Town for \$70,000, of which \$42,000 came from the grant and \$28,000 came from taxation. His concerns are what the Town is going to be doing about Haverhill Corner's water line, which is 4 feet down and 6 feet above the culvert. In the process of having to put in this culvert, the Town is going to have to break that line. Is the Town going to have to put in a temporary line and how long is water going to be in a temporary fashion. Is the water that is going to be flowing through that temporary line going to be potable? What about the people up top getting drinking water? How long will they be on an interim line – two weeks, three weeks? All of the Haverhill Corner Commissioners would like Dan Boutin to oversee the project to ensure that the integrity of the line is not lost. They would like to know when this is going to be done so they can give proper notice to the homes up in back. Rick asked if the \$28,000 would include Mr. Boutin overseeing the project. Chairman Fortier asked if Rick was sure that the water line went underneath the culvert. Rick and Howard Hatch both commented that it went over the top. Tom Friel commented that Dig Safe would have to be called because there is power lines buried there. TM Lacaillade commented that Haverhill Corner was notified of the project when the

Town did the Wetlands application. Chris Luurtsema asked whose project this is and TM Lacaillade stated that it was the Connecticut River Watershed and Trout Unlimited. She also commented that it was like the Page Road project; the Town was contributing some of the cost and they were doing the rest. Chris commented that it was his understanding that there were no alternative routes but now he is hearing that perhaps there were. He is concerned because if this water line has to be moved, even temporarily, who is footing the bill for that and where is the Town as far as the budget is concerned. TM Lacaillade stated that this absolutely will affect the budget. Rick asked if, as a Precinct, they would be reimbursed for Mr. Boutin's time to oversee this project as the licensed water operator. Chairman Fortier commented that until recently, the Board did not know the line existed over the culvert. This was the first time the Precinct has officially notified the Board that there may be a water problem. Rick commented that the person that wrote this up and presented it to the Selectboard didn't do due diligence. He was not a water engineer but he was interested in where the finances are coming from because he didn't want to get stuck with something that they shouldn't be stuck with.

Chairman Fortier commented that all of the design and engineering was done by Trout Unlimited. He asked if the Town had any of their paperwork and TM Lacaillade said that they did. Chris commented that now it was a matter of the Town covering an expense that is above and beyond the appropriated amount. TM Lacaillade commented that this wasn't the only expense. The budget that was put in is not enough to do this project. TM Lacaillade then commented that Howard and Darwin had different opinions on the culvert. Howard stated that they all agreed on one opinion and that was to do it right. Chris commented that he had heard the options on the culvert, but his concern now was if there was anyone from the Town's end that looked at the proposed plan and said "this doesn't make sense. I don't know how they're doing it for \$70,000". TM Lacaillade stated that they have not started the project at all. They are in the stage of trying to get bids. The first round of bids came in way over what was budgeted. It went out again. Chris then asked if the Town had a way to circumvent this and TM Lacaillade said the Town would lose their funding. Chris commented that, at this point, the funding didn't sound all that great. If the Town was going to end up spending more on the culvert, are there other options the Town can utilize without disrupting water supply. TM Lacaillade stated that one of the alternatives that have been brought into the Town was for the Town to buy another piece of land and take the road in a different way. Then there is buyer exchange for one piece of land; there is another owner involved in the path they are talking about. It would have to go to Town Meeting before the Town can purchase land and then there would be a new engineering study to come up with a plan, the cost of construction and still the remediation of what to do with the old culvert. Chris is worried that this is spinning out of control. TM Lacaillade commented that one of the things that should happen is to have all of the Highway Committee in one room and sit around and hear, not just what is on the street, but the facts about the condition of the culvert. They are all in the same boat as far as understanding what the project involved and what the price was going to be and now, they have to deal with the fallout of that. Do they risk that the culvert doesn't make it through the winter and someone gets hurt and whose liability is it because they all know the condition of the culvert. Chris is concerned with the timing because it's getting to be late summer and the Board really needs to act on this. Chris asked if the Highway Committee could come to the next Selectboard meeting and also if they could have any other options on the table to understand what is going on. He doesn't want to spend more than the Town has allotted, specifically, for something that may not last that long. Howard Hatch commented that the engineering on the project is so far off. It could be 3000 yards to be moved and they have 10 or 20 yards to be moved. The figures are skewed. He suggested getting the landowners together and talking with them. Ask the question if something is available. He also mentioned that the culvert was not going to cave in. TM Lacaillade commented that was the reason she would like to have everyone involved at a meeting. Chris asked if they should have a special meeting and Howard suggested finding out if something was do-able first. Darwin commented that some members of the Highway Committee believe that the

culvert is going to last and it is not in imminent danger and there are others on the Committee that feel the Town “should get their ass in gear and fix it”. Howard commented that there was not going to be a cave-in and a car was going to disappear in it. Chairman Fortier was not in favor of a special meeting; he was in favor of bringing it up at the next meeting. In the interim, contact the two landowners to see if it’s even feasible to go with any other option. That was his opinion; the Board could decide what they want to do. Chairman Fortier asked if the Board knew for certain that the water line went over the culvert and Rick stated “absolutely”. Chairman Fortier asked if there were maps or documentation of that because he is hearing otherwise. Rick commented that he had schematics of all the water lines for the whole Precinct and knows that the water line goes over the top of the culvert. Rick, as a Precinct Commissioner and a taxpayer, wants to know how much more these bids are coming in for than that initial amount of money. Chairman Fortier commented that the Board needed more time to determine how much more over the original bid or projection by Trout Unlimited was. Both Mike Bonanno and Tom wanted to see the maps and Tom also wanted to know where the electric lines were. Darwin asked if anyone had spoken with Dave Locke, who put the culvert in place. TM Lacaillade commented that the water line was put in after the culvert. Rick commented that the Water Commissioners know where the water line is and they are saying the line is over the culvert. Chris asked about the two landowners and Howard stated that they were Mike Lavoie and Paul Sarkis. Chairman Fortier stated that it takes a Town Meeting vote to approve that. Darwin asked if there was a final bid for the project and TM Lacaillade had not seen it. Howard mentioned that the Board couldn’t wait for another meeting. September and October are the worst months for rain. TM Lacaillade stated that if they re-route the project, they would have to wait until the next Town Meeting in March. Howard stated that the project wouldn’t be do-able if they waited around for another two weeks. Chairman Fortier asked him what his suggestion was. Howard stated “make some decisions”. TM Lacaillade commented that she first heard about the water line going over the culvert was that morning. There was a brief discussion of using steel plating on a temporary basis. Chris’s issues were (A) the budget and (B) the safety of residents getting to their houses. TM Lacaillade thought they should talk with the other residents; she has spoken with one resident about rerouting the road. Chairman Fortier thought that the Road Agent, the Highway Committee and Trout Unlimited should be contacted about using steel plating. Chairman Fortier asked if the Board was in agreement to convene the Highway Committee as soon as possible to discuss the temporary provisions for the steel plating over the culvert. In the interim period before the next meeting, they will get a new bid by the entity that didn’t complete the bid and then examine what that bid is and see how far above and beyond the original bid by Trout Unlimited is and do anything other than a steel plate over that culvert. The landowners would also be contacted.

Ruth Ranno wanted to know if there was any news about the recycling. Chairman Fortier commented that they were going to talk about that.

Public Hearing: None

Town Manager’s Report: TM Lacaillade did a brief synopsis of her two-week Town Manager Report. Her report included an update on Stonecrest and Clark Pond Road. She also reported that they have not been able to fill Karen Hyde’s position. She attended a Planning Board meeting where the Planning Board is updating their Subdivision Regulations. The sewer grant application has been submitted.

Pending (Old) Business:

- **Sewer Line Grant authorization:** TM Lacaillade presented a Certification of Vote to the Board. Mike Bonanno made the motion to authorize Chairman Fortier to sign the Certification of Vote; seconded by Chris Luurtsema and carried unanimously.

- **Review of Purchasing Policy:** TM Lacaillade commented that the Board had asked for the Town's Attorney to review the Policy, specifically the section about local advantage options, but he went through the whole thing and gave the Board suggestions. Chairman Fortier commented that the reason this came up was because three of the Board members had attended a training session and were told that the Policy needed to be reviewed by counsel. Chairman Fortier asked if they had reviewed the counsel's comments and Tom stated that he had. Chairman Fortier asked TM Lacaillade if she had any further input on it. TM Lacaillade stated that Mr. Mitchell, the Town Attorney, just wanted the Town to be a little clearer on the local advantage option. There were other recommendations Mr. Mitchell made to the Policy. TM Lacaillade would rework the old Purchasing Policy with the new recommendations and bring it back to the Board for their approval. There was some discussion about whether the Board wanted to keep the local advantage section in the Policy. Darwin was opposed to the local advantage option. The other Board members agreed with it. TM Lacaillade commented that she would try very hard to get the draft to the Board by next meeting.
- **Selectboard Order for Patton:** TM Lacaillade stated that the Health Officer has proceeded with what he needs to do on his RSA with regard to the trash in the building. He does not have the authority to enforce 155-B, which is the hazardous and dilapidated; that order needs to come from the Selectboard. The Attorney has drafted a letter, which Chairman Fortier would have to sign, that would go to Mr. Patton. It is an order stating that Mr. Patton has 45 days to board and shore up the building or the Town will go back to court to have it razed. Mike Bonanno made a motion to authorize Chairman Fortier to sign the requests for the orders. Mike amended the motion that the Board wants to proceed under RSA 155-B; seconded by Darwin Clogston and carried unanimously.
- **Highway Survey:** TM Lacaillade handed out the highway surveys that had been received so far. She remarked that she looked at them briefly when they came in, but hasn't really studied them. She commented that the surveys were sent to towns with a population of 3,000 to 5,500. They were also sent to the bordering towns in Vermont. The Board would need time to process the surveys. Chris was going to take the information and compile it into a database for review. The Board would review the data at the next meeting on September 19, 2016. Doug Henson asked for clarification on what the survey was. Chairman Fortier stated that Darwin has requested the survey because he is interested in looking at privatizing the Highway Department. Howard commented that by privatizing some sections of the Highway Department, there could be ways to having it run more efficient. Chairman Fortier stated that Darwin has made it known publicly that he is in favor of privatization. Chairman Fortier also commented that there are individual functions that the Highway Department could "farm" out, which is done now through some extent. This would be an exercise in how they can increase their efficiencies. Darwin stated that this survey was also in conjunction with monthly reports from the Highway Department. Howard asked if copies of the survey would be available to the Highway Committee and TM Lacaillade said she would get them copies. Chairman Fortier commented that in the Board's packets there was a report for July and August from the Road Agent and he asked if there were any concerns about the report. TM Lacaillade commented that the Board had just received the report and hadn't had time to look at it. She reported that the Road Agent was out of town for the next meeting so if the Board wanted to speak with him, it would have to be the meeting after that. Darwin stated that he hadn't had a chance to really study the report, but he didn't believe that it met the criteria that he had asked for. He read some comments from previous meeting Minutes regarding what was wanted from the Board in the reports, such as weekly breakdowns. It was his understanding that the Board was going to get monthly reports broken down into weeks. Chris wanted to clarify why the Board was asking for this information. He commented that it

wasn't to pick on people or micromanage. He totally respects that people have jobs that require them to be on the ground. His line of work and education is to take data and turn it into numbers and figure out how to run the business most effectively. He appreciates the report that was submitted, but he can't just read it and make decisions. They are not saying anything is wrong, but they are not saying it's right either. As a new member of the Board, he is asking for the information in order to make rational decisions and understand the business of the Town. Chairman Fortier stated that the Board will get weekly reports on a monthly basis so that the Board can understand exactly what happened during that week, how many man hours, how many yards of gravel or whatever was done. TM Lacaillade stated that she was going to reach out to the list-serve to see if the highway people had a daily worksheet. Darwin handed out the old form from the State, which was a little comprehensive. It not only logged man hours but it also logged equipment hours. He thought it was a little bit over the top, but thought it was a start. It was agreed that this wasn't a grudge match; they were just trying to identify inefficiencies and improving them. Howard thought that summer and winter hours for the grader, trucks, fuel consumption and the cost of running the trucks should be put in some sort of a seasonal report.

- **Recycling:** Chairman Fortier commented that at the last meeting there was a presentation by Neil Robie. Neil gave the Board a lot of information and figures. Chairman Fortier asked TM Lacaillade to put it on the Agenda because he wanted to know where the Board stands on it. The Board had received a letter from Mr. Richard Paulson, Jr., a resident who is very concerned about the closing of the Newbury Recycling facility. Mr. Paulson feels that the Town needs to address and find a suitable vendor and site to provide the services of recycling. The Board had received figures of approximately \$127,000, plus the cost of upgrading the facility. Chairman Fortier stated that that would be a true recycling facility. He asked for his fellow Board members' thoughts. TM Lacaillade commented that Timberwolf did not want to be involved with recycling, but they would support Mr. Robie in whatever he does. She also has not reached out to Casella, which is another option. She also mentioned that Lisbon, which is a full-sort facility, has made an offer to go into contract with them. Chris felt that the Board could not make a decision like this without voter approval. The one thing he is super concerned about is the asbestos abatement in the Center Haverhill Armory. Asbestos is one of those things that do not go away. One of the questions is do they want to support recycling with taxpayer dollars. He is interested in what Lisbon has to offer, even if it is only a temporary solution. Howard is in favor of user fees, not taxpayer dollars. TM Lacaillade commented that Howard has been vocal about businesses not being able to use the Newbury recycling facility and this may be one way for the businesses to be able to recycle. Chairman Fortier asked Chris if he was interested in hearing what Casella had to offer. Chris commented that he heard that they are expensive. If the market is down, it very well may end up in the landfill. This is one of his concerns with zero-sort. Darwin was concerned that Neil is combining the Town and himself. It seemed like a partnership and Darwin wasn't for that. He stated that he and his wife were both in favor of recycling. Doug Henson asked when the Town was going to address the problem of the asbestos at the Armory. He wondered if there was funding available for the Town to deal with this. Chairman Fortier commented that the Board would look into it. There may be some grant money out there and the Board would look into it.

New Business: TM Lacaillade stated that she had sent the Board the Delegation of Deposit Authority that Jon Hobbs has requested to be updated because the one that they have now was in Robert Miller's name. Darwin wanted to see the old Delegation and TM Lacaillade stated that he had it. She explained that because the Treasurer doesn't work in the building, the office makes deposits and Jon

gets a copy of the bank statements, but he has to delegate that authority, by law, for them to make deposits. There are deposits made by the Tax Collector, the Town Clerk and the Selectboard Office by the Clerk position. He wants to delegate those duties to those three offices. Tom Friel made the motion to accept the Delegation of Deposit Authority; seconded by Chris Luurtsema. Darwin commented that he wanted time to study the old Delegation and asked if they could wait two weeks. TM Lacaillade stated that they didn't currently have an authority in place and have been acting out of compliance with the law because the old Delegation is from a Treasurer that the Town doesn't have anymore. Tom stated to move the motion. Tom Friel, Mike Bonanno, Chris Luurtsema and Wayne Fortier voted yes; Darwin Clogston opposed. The motion passed.

Commission/Committee Reports: Mike Bonanno stated that the Planning Board met last week for the Subdivision Regulations. They went through a Public Hearing; TM Lacaillade was there for the public. There will be another Public Hearing at the next meeting for some revision of language.

Correspondence: Chairman Fortier referred to the letter that he had talked about earlier that concerned recycling. There was a notice from the Town of Plymouth concerning impact notification of a tower. Chris asked if there was any way of finding out what was going on with the cell tower on Route 10. TM Lacaillade stated that she could try to find out. Chairman Fortier commented that the Board had heard from Cottage Hospital about the new geriatric behavioral assistance center.

Comments of the Public: Doug Henson wanted to know where the Town of Plymouth was talking about on Tenney Mtn Highway. TM Lacaillade stated that they did not send a map.

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

Comments of Selectboard Members: Mike Bonanno commented that he noticed on Main Street in Woodsville all of the paving and relining. When Cumberland Farms first went in, the State paved over the crosswalk and now they have paved it again with no crosswalk and he wanted to know if the Town had any leverage with those people to have a crosswalk put back. TM Lacaillade stated that Woodsville received a letter from the State that they were doing away with that crosswalk and she did not know the reasoning. Chris asked about any changes on the house on the Town line with the back taxes. TM Lacaillade stated that it would be coming to the Board for a tax deed on October 3, 2016. Chris commented that the Board had received a list of tax deeding and would like to receive these lists periodically. Darwin commented that one of Chairman Fortier's goals was to review policies and ordinances. Darwin also asked if there was overtime in the payroll manifest for the Highway. TM Lacaillade stated that she could not tell him that night because she didn't do payroll. Darwin stated that he would not sign the payroll register if there was overtime for the Highway on it.

Adjourn Meeting: Tom Friel made a motion to adjourn; seconded by Mike Bonanno and all approved. Chairman Fortier adjourned at 8:05 pm.

Minutes transcribed by Karen Hyde