

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, September 8, 2014
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: Excused

Members of the Public Present: Darwin Clogston, Laura Goss, LeeAnn Roberge, Road Agent Stuart McDanolds 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: Robert Roudebush made a motion to accept the consent agenda; seconded by Thomas Friel and carried unanimously.

Scheduled Public Appearance(s):

➤ **Laura Goss-Road Issue**

Ms. Goss reported that her daughter had suffered damage to her exhaust system due to the poor condition of Daniel's Rd. on the steep hill and turn coming up from the Brushwood Rd. end. She requested that a better surface be applied to that portion of the road. Road Agent Stuart McDanolds noted that that section of the road had reclaimed asphalt on top and was subject to washboard. TM English noted that there was a steep grade at that location which, based on town road requirements for a subdivision probably should be paved. There were questions from the Board members about the road base and drainage in that area. Stuart suggested that stay-mat material might be good to try at that location. TM English agreed and said there are other roads where stay-mat might improve things and they ought to try it. Stuart said there was money in his 2014 budget to do this. Mr. Fortier asked about immediate relief for this problem and Stuart said they were fall grading in the southern are and it should be done in 5 or 6 days. Rick Ladd asked about increased traffic on the road since the new business was established. Ms. Goss felt the traffic had increased. TM English said that was probably true at the Rt. 25 end where the business is located. All agreed to proceed with the stay- mat at a cost of \$1,200 to 1,500. The Board members asked about general road grading and Stuart replied that the roads are graded in spring and fall. TM English added that there is also repair work done during the summer that involves grading, based on the weather. Lynn Wheeler asked about grading on Railroad St. and Briar Hill Rd. and Stuart said he had gotten those requests from TM English and they will be done. Ms. Goff left her repair bill but the Board did not discuss repayment.

➤ **Jennifer West- Recreation Commission Appointment**

Ms. West was not present.

Town Manager's Report: TM English reviewed the paving project recently done outside the building. He stated that he had been updating the Board for the past few meetings on the project. The budget for the project was \$42,000 and when bids were received for the dirt work and paving they were too high. In order to limit cost he had decided to use the Highway crew to remove the topsoil and replace it with gravel. Ordinarily he wouldn't want to pull the Highway crew off their regular work but they only lost three work days on this project. This saved the Town significant cash outlay. Quotes were also obtained for an excavator to do the dirt work and for an extra truck for hauling when one of the Town trucks went down. Costs include \$36,000 for paving, about \$5,000 for excavator and operator, \$1,500 for truck and driver. There will be additional cost for a drywell installation requested by the state. Several loads of topsoil were traded to offset cost of roto-tilling the grass, several loads went to Hazen Park, and some will go to the Clifford building to dress up the skating rink area. The rest is stockpiled at the Highway Dept. The gravel came from the Highway Department. Stuart reported that about 1200 yards of gravel was crushed and used on this job at a cost of \$5,200. Some bank run sand was also used in the areas requiring more fill. TM English said that what we have now under all the new asphalt is a good base. The existing asphalt had no base. We didn't have an engineered plan, which would have been an additional cost of \$5-10,000 so it was important to shoot grades as the new material was laid in. In the paving contract, which was accepted, the language required the paver to make the final grade changes. The contractor was happy with the grade he had to work with. We specked a heavy mix of stone for the 2" paving for strength. In some places there were 2 1/2" of paving supplied. Everything should drain well. There was an issue with state. TM English said he talked with District 2 Assistant Engineer Doug King last week prior to the project start. TM English said it was his view that we did not require a state driveway permit. The language in the permit application specifies that a permit is required in areas within the State right-of-way. The State right-of-way extends roughly to the back of the sidewalk. We didn't do anything consequential in that right-of-way. Doug wanted to send an inspector up who met with Stuart. Agreement was reached on the drainage patterns and the State requested a dry-well for the small lot, which is a good idea. TM English explained how the drainage was designed to run with most of the water being retained on site and less going to the street than before. TM English said he spoke to Doug King today and they are happy with the work. Mr. King said it was up to the Town whether they wanted to submit a permit application at this point and TM English agreed to submit one for the record. The topsoil will be restored around the edges and seeded soon. Striping will be done next week by the Woodsville Fire District with the Town paying for the paint. The lot will be ready for election day where cones will be set up to direct flow and parking. TM English described the parking plan. A net increase of about 30 spaces was achieved. Ms. Wheeler noted that Bigelow's cost was \$93.80 per ton for \$36,371 on the manifest. TM English stated the higher cost per ton for the asphalt included the final grading to be done by the paver. Mr. Friel said this was a major project and it was a good idea to review it afterward. TM English agreed and said that was what he was doing tonight. Chairman Fortier noted that this would all be discussed later in the non-public session. Mr. Fortier confirmed the amount of crushed gravel left over from the project at 100 yds. Mr. Ladd asked about the estimated cost of the dry well. It was estimated at \$1,300-1500.

Public Hearing:

➤ Restoration of Involuntarily Merged Lot-Lavoie:

LeeAnn Roberge was present requesting the restoration of two merged lots belonging to Michael Lavoie. There were concerns raised about the former practice of assessors and/or tax collectors merging lots supposedly without the request of the landowner. A relatively new statute allows Selectboard to, in essence cancel these mergers and restore the original lots on the town tax maps and assessing cards. Tom Friel questioned the need to "unmerge" the lots since the County Registry continues to show them as two separate tracts. The problem is that the Town records are in conflict with what is recorded. This process seeks to correct this disagreement. There was a long discussion about documentation to support the merge and who actually did it but there is no evidence yet found which is helpful. Lynn had concerns about the property sketch and what the final disposition of all these parcels would be. Physical access was discussed. Ms. Roberge acknowledged that the owner

was aware of the access issues and they were working with the state on this since meadow Rd. is their road. However access issues are not part of this process. She projected some future development. Rick Ladd discussed the need for development in Haverhill Corner. Robert Roudebush was concerned about setting a precedent. This is not likely since the deadline for all such requests is December of 2016.

Robert Roudebush made a motion to approve the application submitted by Mike Lavoie to unmerge two lots, seconded by Thomas Friel. Rick Ladd was recused from the vote at his request. Lynn Wheeler did not vote because she did not feel the Town had done our due diligence in researching when the lots were merged and by whom. Voting yes were Thomas Friel, Robert Roudebush and Wayne Fortier.

Pending (Old) Business: None

New Business:

- **Election Coverage/Parking:** Selectboard member assignments for election day were reviewed. The parking lot is ready.

Commission/Committee Reports: none

Correspondence:

Letter to Mrs. Foote; Groundbreaking for Horse Meadow Senior Center expansion, Sept. 23, 6pm

Comments of the Public: none

Comments of the Town Manager/Administrative Assistant-Finance Officer: AA Lacaillade said that the tax collector will resume regular office hours beginning the week of September 22, 2014; the tax collector office will be open Tuesdays and Wednesdays 9-4 and Fridays 1-5. During tax billing, tax deeding and month end she will but in additional hours as needed.

Comments of Selectboard Members: Rick Ladd said that Cottage Hospital has purchased the lot across the road from them where the Brown's Concrete was previously located. He also stated that there will be many new health care plans offered in New Hampshire next year offering many new options which should benefit Cottage Hospital.

Non-Public Session per RSA 91-A:3 (a) Personnel Issue: Robert Roudebush made a motion to go into non-public session to discuss a personnel issue; the motion was seconded by Lynn Wheeler. Chairman Fortier polled the Board and all agreed. The Board went into non-public session at 7:40.

Lynn Wheeler made a motion to come out of non-public session, seconded by Rick Ladd and all approved. The Board came out of non-public session at 8:26 pm. No motions were made, no action taken and the minutes are to be sealed.

Other Issues:

Tom Friel asked about noise in town early in the morning. TM English said there is no noise ordinance so it's a police issue, disturbing the peace.

Robert Roudebush brought up the business visits. He keeps notes and updates the list. Are we going to share the comments? Wayne said this was an effort suggested by the Economic Dev. Committee to find out from businesses what we do right and what we do wrong and what improvements we could make. We need to discuss that. There have been some generic comments. TM English made the point that documentation is key

or the information gets lost. This should be put in a central binder. TM English suggested an end date for visits so that they get done. Lynn and Tom thought that this information was being turned over to the Committee. TM English and Wayne said that the Committee wants the Selectboard to get the comments directly and react to them. Lynn had an issue with the Committee expecting the Selectboard to recognize the issues and take them on. Wayne said they wanted the Board to identify, in the business sense what was going well and what needed to be improved. Robert said all the people he talked to have no hesitancy to give their opinions and they were mostly positive. Lynn agreed. TM English said that committees are good at identifying problems but they expect the town government to follow through and address the issues.

Adjourn Meeting: Robert Roudebush made a motion to adjourn; seconded by Thomas Friel and all approved. Chairman Fortier adjourned the meeting at 8:32 pm.

Minutes transcribed by Glenn English