

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, November 3, 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: Karen Hyde

Members of the Public Present: Darwin Clogston, Lesa Lakeman-McDonald, Kurt Davis 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): Lynn Wheeler made a motion to accept the Agenda; seconded by Robert Roudebush. Chairman Fortier added to the Agenda under New Business, a request for a stop sign in Mountain Lakes. The Firearms Policy would be put on the next meeting's agenda as a first reading. The amended Agenda was approved.

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

Scheduled Public Appearance(s):

- **Ping Pong:** Lesa Lakeman-McDonald was attending the meeting to discuss the use of the Robert E. Clifford Memorial Building for ping pong. Kurt Davis was also in attendance concerning this issue. Lesa stated that ping pong could no longer be offered at the Robert E. Clifford Building as the Recreation Commission had to cut its budget and ping pong didn't bring in much revenue. She was requesting that the Board allow them to play ping pong as it was a good way to get out of the house in the winter for those folks who don't ski or snowshoe. Chairman Fortier asked how many people were playing ping pong and was told it was between 5-8 people. He also asked what they were charged to play ping pong and Lesa stated that they paid \$10 per person per year to play ping pong. Lesa asked how much it cost to heat and light the ping pong room for 2 hours a week and Chairman Fortier responded that the Board had calculated \$12 a square foot for usage of the building. Rick Ladd asked whether this issue had been brought to the Recreation Commission and was told that it had been. The Rec Commission had been tasked by the Board to cut their budget. Activities that were not bringing in revenue needed to be cut. It was noted that several of the people playing ping pong were not from Haverhill. Lesa wanted to know what it costs to heat the room for 2 hours a week. TM English stated that it couldn't be measured that minutely. He also commented that the Rec Commission had established resident/non-resident fees for other activities. Kurt Davis stated that the Rec Commission was not there to make money. He stated that if all the recreation is taken away, there might as well be another wing added to the prison because people are going to get in trouble. Chairman Fortier stated that he had been to a Rec Commission meeting and they had discussed 22 or 24 programs that the Rec Department put on for all ages within the Town. They eliminated 5 or 6 because of cost items; the numbers weren't there to

sustain the costs. He also stated that the Rec Department's budget is about \$140,000 a year and it needs to be cut down a little because it is about sustainability. If there is a program with only 5-8 people and it costs \$12 a square foot to heat and maintain the building, there is no sustainability. Rick Ladd stated that he felt uncomfortable saying "yea" or "nay" on this issue because the Rec Commission is tasked with recreation in the community by the Board and everyone on that Commission values what recreation offers to the community in both the present and the future. He stated that he would not go contrary to the Rec Commission's decision if they have already made their decision. It would almost be "micromanaging" if the Board reversed the Rec Commission's decision to cut ping pong. Lesa again asked what the cost was to heat the room where ping pong is held. TM English stated that it was impossible to get a number that precise, but it takes a long time for the boiler to get up to temperature and that takes quite a bit of fuel oil. Robert Roudebush asked Lesa if she had spoken with the Recreation Commission before coming before the Selectboard and she stated that they had not. Lesa then asked if they could use the ping pong tables at a different location and was told that Town property needed to stay on Town property. Chairman Fortier stated that the ping pong issue was a "dead issue" as it was cut by the Recreation Commission and the Selectboard would not supersede that decision. Lesa and Kurt thanked the Board and left the meeting.

Public Hearing: None

Town Manager's Report: TM English reported that this year's gravel road rebuilding project was done. It was a section of Lime Kiln Road and about 3100 linear feet were done at a cost of \$12 per linear foot. TM English also reported on the Life Safety/Fire Code Inspector contract. There was an interview conducted by him, the North Haverhill Fire Chief, the Haverhill Corner Fire Chief, and Steve Robbins came on behalf of the Woodsville Fire Chief, on the one contractor. The contractor interviewed has a lot of experience and knows how to document. TM English did a couple of reference checks and got good references. He was in the process of doing a background check and checking on insurance. There is no decision yet. Rick Ladd asked TM English if the Chiefs were all on the same page that the third-party inspector would be doing the inspections. He reminded the Chiefs that the emphasis was on multi-family dwellings and not necessarily commercial. All three Chiefs had different areas of concern. Rick Ladd stated that there was \$10,000 in the budget to pay the inspector, but there was also the \$7,000 paid to the Chiefs for inspections. He was asking what the Chiefs were doing with the \$7,000. TM English stated that he did not see the Chiefs getting entirely out of doing inspections. Rick would like to see how the Chiefs use these stipends for inspections. Lynn Wheeler stated that she did not realize that the Town was going to pay a third-party inspector as well as the Fire Chiefs. TM English stated that the third-party inspector could help the Chiefs document better. Chairman Fortier stated that he thought the third-party inspector was going to be doing all the inspections and the Chiefs would have the final authority. If there was some kind of conflict, then the inspector and the Chief would have to discuss the issue and come up with some reasonable compromise. Tom Friel stated that he would like to see one inspector doing the inspections so that there was consistency in the inspections, instead of three or four people doing inspections in different parts of Town. Rick stated that by RSA, the Chief has the authority to do the inspections. He asked if the Board was going to get reports from the Chiefs on how they are using the \$5,000, \$1,000, and \$1,000 stipends. TM English stated that he would ask the Precinct Commissioners for accountability from the Chiefs on how the stipends are spent.

Pending (Old) Business: None

New Business:

- **Administrative Budget 2015:** Lynn Wheeler asked TM English if he was receiving budget requests from the various departments and TM English stated that they were coming in. Rick Ladd proposed to the Selectboard that there be two ways of doing budget this year, which are attached to these Minutes. The first Budget would be the "normal" process and the second Budget would be a flat-lined budget, not to exceed 2014 budget figures (not including warrant items). TM English proposed that he would give

the Board one document with recommendations and options and the Board then make the decision to cut or not. Lynn Wheeler commented that no matter what the budget is, the Board receives many complaints about the taxes being so high. TM English commented that everything will be costed out so that the Board will know what that item will cost. Rick stated that the Board won't have a prioritized budget unless TM English gives them the flat-lined budget. He would like to see a budget that holds to the 2014 figures and then look at what programs reduce or increase. TM English stated that he would not be the one to make the cuts; that would be the Board's decision. Rick Ladd made the motion to implement both budget processes; seconded by Tom Friel; there were 3 "yeas" with Robert Roudebush opposing; the motion passed. TM English again stated that he would not make all budget cuts. TM English stated that he could give the Board the ammunition to get from Budget 1 to Budget 2, with the Board making the ultimate decision. Rick stated that if TM English could provide this, he would be good with it. The motion will stand plus there was discussion on how the motion will be implemented.

- **Request for Stop Sign – Mountain Lakes:** TM English stated that there was a letter from Bob Long, a Commissioner at Mountain Lakes, concerning a safety issue at the intersection of Vernon Drive and Lakeside Drive. They are requesting a stop sign at this intersection after discussions with Police Chief Charles and Road Agent Stuart McDanolds. Tom Friel made the motion to have a stop sign installed at the intersection of Vernon Drive and Lakeside Drive; seconded by Robert Roudebush and carried unanimously.
- **Selectmen Assignments for Polls:** Chairman Fortier stated that the polls would be open from 8 AM-7 PM on November 4, 2014. Chairman Fortier stated that he could be at the polls in the morning; Robert Roudebush would be there from 1-5:30. Lynn Wheeler stated that she could be at the polls from 10 to 1; Tom Friel would be at the polls from 8-10:30 and again from 5:30-7 PM.

Commission/Committee Reports: Lynn Wheeler reported on Haunted Happenings with more to follow after the next Rec meeting. Chairman Fortier stated that he had attended the after school learning program at Haverhill Middle School and it was a very good time.

Correspondence: Chairman Fortier stated that the Board had received a letter from Judy Silva concerning NHMA Annual Meeting on November 13, 2014. The Board had received notification about the Ebola protocols. There was also a letter from Captain Bentwood of Plymouth about Bridges House.

Comments of the Public: Darwin Clogston asked where the capital improvement program, specifically the road improvement project, was in the budget. TM English stated that if the board decides to float a bond to pay for the road improvement project, by law, it has to go to Town Meeting for a separate vote. It's not a part of the regular budget; it is a warrant article.

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

Comments of Selectboard Members: None

Adjourn Meeting: Rick Ladd made a motion to adjourn; seconded by Tom Friel and all approved. Chairman Fortier adjourned at 7:40 pm.

Minutes transcribed by Karen Hyde

Selectboard New Agenda Item: Administrative Budget, 2015

That the town manager present an administrative budget reflecting expenses and revenues based upon needs, priorities, and town capacity to support by developing/presenting two draft 2015 budget scenarios for budget process consideration.

Budget I:

1. Follow the “normal” development process as the town manager has followed in previous budget cycles.

Budget II:

1. flat-lined budget, not to exceed 2014 budget figure (not including warrant items),
2. not use more funds from the town’s undesignated fund balance than used to balance the 2014 budget.

Traditional warrant items not included in either I or II.

Discussion: Should capital improvement program needs (per policy) be budgeted as separate warrant articles?