MINUTES OF HAVERHILL SELECT BOARD REGULAR MEETING
Monday the 17th 2016
6:00 PM
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

TM: Jo Lacaillade

Members of the Public Present: Howard Hatch, Dick Guy, Lynn Wheeler, Sherri Sargent, David Binford, Alex (Journal Opinion), Paul Forcier, Stuart McDanolds-Road Agent

Call Meeting to Order: Chairman Fortier called the meeting to order at 6 PM**.**

Pledge of Allegiance

Agenda Approval (additions\deletions completed by board consent): Mike Bonanno made a motion to accept the agenda; Tom Friel made a motion to make a minor adjustment to add Mrs. Sargent to the top. The vote was carried unanimously.

Approval of Consent Agenda: Mike Bonanno made a motion to approve the consent agenda, seconded by Tom Friel. Vote carried unanimously.

Schedule public appearances:

Sherri Sargent-Recreation Director: Sherri was asked to speak to the Board to give an update on what is going on with the recreation department. She mentioned the many programs including the summer camp and swimming lessons with a Red Cross certified program, also a mommy and me program. She mentioned that the Grafton County inmates came to the A P Hill Community pool to wash it down and repaint it. The sergeant who had brought the inmates commented that it would have cost about $9,090 in labor had the rec department had to hire it out. With the inmates able do it there was no cost and no impact on tax dollars. She also mentioned that the Turkey Plunge is coming up next month. The proceeds fund many improvements to Recreation facilities. Last year the plunge brought in $6450.00. Sherri mentioned that this year is the first year that the HARP program is operating in the black. So far it has brought in $3000.00 with more anticipated. There was British Soccer this summer and youth soccer is being taught at the middle school. The department is prepping for the haunted happenings. The Lions Club came and repaired the remaining half of the pool house roof. This was about $1900.00 worth of donated time and materials last year and $1600.00 this year. She asked that board members consider participating or donating in the turkey plunge this year which will be held November 20th. She is currently working on putting teams together and gathering sponsorships. The Bath Fire Department dive team as well as the ambulance will be on hand at the plunge. There was a brief discussion about the use of CIT's in the HARP program and also about perhaps expanding the HARP program down the road to include older children. Lynn Wheeler, Chairman of Haverhill Recreation Commission is a great group working together. Tom Friel, Selectboard Representative to Recreation, said that the meetings are timely, productive, and friendly. Darwin gave an overview of the tour he took of the pool and his interaction with the staff. Wayne asked for numbers to be provided as they prepare for budget season. There was a brief discussion about the status of leaks at the pool and plans to resolve the issues.

Lynn Wheeler-Powder House Hill Title Search: Lynn spoke about the recent title work she has done on the Powder House Hill property. She indicated she approached the matter from a number of different ways. She went through research at the registry, town history, and research from books by Katherine Blaisdell and Harold Davidson. She compiled information from all of these resources. At one time the

Bedell Bridge Ferry was owned by Moody Bedell. It appears he must have owned significant property. She was able to identify that Bedell did have properties in the general area of Powder House Hill. She also briefly looked into the Hal Leigh Barber and Lavoie property details as well. It was then that she started identifying reference to a burying ground. So far she has not been able to determine a time frame, whether the burying ground was around the time of the settlers or before. Old deeds reference that the Harold Davidson property went from Moody Bedell to the State of New Hampshire and was used for defense at that point. The state then deeded the property back to the Haverhill Cemetery. The Barber property had a school house on it where the old garage was. In Katherine Blaisdell's book there was mention of cemetery stones in the schoolyard. The stones may have been moved or are still there-we don't know that. Lynn went onto say that historically the property is important to the town history, and mentioned that the board needs to be aware that there was something going on there at one time. When dates are compared it is not known whether gravestones were moved or left on the property. Tom gave some of his experience with burial grounds in other Towns. Lynn said that she also provided the Town with a deed that shows a right-of-way to the property known as Powder House Hill in the Hal Leigh deed. There was discussion about the size of the lot in deeds compared to how it appears in the tax maps. Chairman Fortier asked if there was a time frame of when State took possession of the property. Lynn responded that she thought the earliest date was 4/23/1813.

Stuart McDanolds- Road Agent: Stuart referred to the daily log he supplied the board asks for what type of information to understand do they still want. For example: how much does it cost to spread gravel on 1 ½ miles of road, items of that nature. There was more discussion about what the Board is looking for. Stuart will work on providing clearer information. There was discussion about hired equipment being used out at Mountain Lakes. Stuart said that with the additional gravel put into the budget this year he found it necessary to have hired equipment to get the job. He gave an update on the Page Road Bridge project. Trucks were rented so that progress on the bridge was not impeded. In order to keep costs in a certain area, the department utilized the hired trucks to do the trucking. Chris asked for more detail about the use of Town trucks and materials and Stuart provided that; this was all part of the project that was approved. There was more discussion about the Bogie hired equipment. Darwin asked why the department is moving sand now. Stuart responded that the department brings it from the pit to the garage where all the trucks are kept and where all of the salt is so that the sand can be pre-mixed and it is centrally located once winter starts. Stuart also mentioned that the pit closes down in the winter so they like to get the sand to the town garage ahead of time. There was more discussion about sand use by the Highway Department. Darwin also asked how the department loads sand in the summer. Stuart indicated that Bogie has the sand contract, so Bogie's loader is used. Darwin had additional questions regarding truck use. Stuart commented that one truck had been down because it was having the air bags replaced. and one truck down with a broken hoist. Darwin commented that trucks were hired for 2 days and questioned why when the Towns own trucks weren't used for 2 days. Stuart said that when the machine is there to do sand, you get it done and get it hauled. Stuart responded that we grade Woodsville's dirt roads, and in return they help us haul the sand to get it done, as our trucks are small. Darwin questioned who graded Daniels and Jeffers Hill Road. Stuart answered that our grader operator was on vacation, that Bogie did the grading and the town added material to the roads. There was more discussion as to how Jeffers Hill was graded. Darwin asked how much more will Chiefs grader be used. Stuart indicated that there was more work in Mountain Lakes and that the town's grader is working on Lime Kiln. Darwin asked if the paving on County Road will be done and how much the bid was for. Stuart answered that the bid was for $48,000 and change. Stuart mentioned that there had been a question of the value to paving that portion. Darwin asked if $50,000 was the budget for this project and it was in the plan anyway how come it took so long to start. TM Lacaillade commented that she was the one who had questioned the value of paving that section of road and wanted to discuss it with Stuart before putting it out why he felt it needed to be paved. Stuart commented that if the weather turns cold while County Road is waiting there is also a culvert to be delivered and does not feel there will be an issue getting the project done. Darwin

asked about the new signs on Clark Pond Road and asked Stuart to clarify the limits. Stuart gave examples of town trucks loaded and half loaded. The idea of the signs is to hopefully limit thru trucking. Darwin asked if the Page Road bridge project is done. Stuart indicated there is a discussion as to guardrails. The guard rails on the bridge are excellent, but beyond the bridge there are none. Tom said that this could be a problem for people not familiar with the area. Stuart gave an overview of safety barriers that have been left temporarily until the guardrails can be place. Tom asked if we get freezing rain how will travel across that bridge be affected. Stuart answered that the bridge will be sanded. Darwin asked what the highways departments' involvement is with the Stonecrest project. Stuart answered that he felt not enough has been addressed regarding the water line so he outlined some things that he had done to see what the water needs are for the houses in the development. Chris said that Chief felt he was not going to have to do anything to the water line. There was more discussion about the water line. Chris went onto say he feels that when crunch times comes, our highway department should not be there helping, adding an extra expense to the Town; Stuart said his highway crew would not be there working. Chris added that there has been discussion whether the water line will be affected which the Road agent has a concern and the Highway Committee has a concern. It was mentioned that Bogie's bond will pay should the water line become an issue. Mike Bonanno said that they still do not have Chief's emergency contingency plan. Stuart would like permission to oversee the project to be sure a catastrophe doesn't happen. Chris felt that a better use of Stuart's time would be on Town things and Stuart reminded the Board this is a Town road. TM Lacaillade asked the Board if they were saying they did not want Stuart to check on the project and then it doesn't go as planned, who would be responsible? Chris said checking on it is fine, working one the project is another thing. More discussion about who should be doing what with regards to the project. The projected delivery date for the culvert is 10/24. Dig safe has come out and marked. Stuart indicated he had Woodsville Water and Light mark out the water pipe. Darwin asked if the water department will charge for that. Stuart indicated most likely. Chris added that he felt the invoice should go to Chief because Chief has indicated that this is all on him. He further commented that his concern is if Chief starts digging and Stuart is there, does it then become a Town issue instead of a bond issue because the Town got involved. Stuart commented that he will not be down in the hole while digging is happening. Chris further added that he doesn't want the Town repairing pipe when something goes wrong. Tom said that Stuart is to be an observer, not an active participant. Wayne pointed out Stuart is the supervisor for the Haverhill Highway Department.

Dick Guy/Airport Commission- Dick stated that the tractor that is used at the airport for snow removal and grass cutting is underpowered and not sufficient for the work that is needed. Dennis Cunningham went to Blackmount and found out that by trading in the tractor they currently have and purchasing a new tractor with a bushel dump they would end up $6550.00 to the good. Dick commented that the Airport Commission has been talking for a number of years on a multi-year plan to upgrade the snow removal equipment. There is $53,750 available through the federal program w/ approximately $3000 of that for the engineer to do the grant process. Dick commented that he was not sure it would be the full $3,000 for the engineer. After the grant money and the trade in of the tractor to purchase the new one, and a zero turn mower there is still $3800 to the good with no tax money involved. Dick went onto say that the NIPEAS grant does require that the airport maintain the equipment for 10 years, or the grant money is to be paid back. Dick added that the big tractor would have a large snow blower specific for snow removal on the run way. The grant money will not pay for anything but snow removal equipment, and that the zero turn mower would take care of the lawn mowing. Darwin commented that his concern is the 10 year commitment to the federal government to maintain the snow blower. He mentioned there were 20 pages of assurances that were talked about for the beacon, which he voted against it at the time, and he wouldn't be for it at this time either. Darwin said the NH Department of Transportation is the same Department of Transportation that we are fighting with for the rail trail right now. Twenty two years ago the Town signed on through the New Hampshire Department of Transportation for the rail trail and now (22 years later) it is coming back to bite us. And now we are looking to sign on with the NH Department of

Transportation again. Chairman Fortier clarified the money for the rail trail was a federal grant which was administered through the NH Department of Transportation to the Town. Mike asked Mr. Guy what kind of warranty/guaranty came with the machinery. He was not exactly sure, but figured it was a standard warranty. Howard Hatch commented that the zero turn mower would not hold up for 10 years when you are using it for the acreage that is there. Howard went onto say that he does not feel the 8' machine for snow removal is adequate. Dick reiterated that the assurance is strictly for the snow equipment, and that is it less stringent than ones that the board has signed in the past. Chris asked if the new snow tractor was bigger. Dick answered that the new one was 65 horsepower vs. the 45 horsepower they currently have now. Chairman Fortier asked if this would be completely funded out of the airports budget. Dick answered yes, that it would be, and that tax payers would not be affected. Mike made a motion to pass the purchase of a new tractor and zero turn mower for the Airport Committee. Chris asked for a copy of the assurances. Darwin indicated the assurances were 20 pages. Darwin went onto say that the town's attorney had responded to several of the sections in the assurances, and one in particular was pertinent. Section 21 reads that the Town represents that it will adopt zoning provisions to restrict the use of land in the immediate vicinity of the airport to make sure those uses are limited to those compatible with the normal activities of an airport. Darwin questioned how Haverhill could make this sort of representation. Dick commented that this ordinance has already been in place. Mike asked the Chairman for point of order, asking if the second was needed for the motion on the table before discussion was opened. Chairman Fortier indicated yes. Chris seconded the motion to go ahead with the snow and lawn equipment purchase. Chairman Fortier asked for any further discussion. Dick commented that the assurances that were approved did indicate that anything to do with surrounding properties does not apply to pieces of equipment that are used only on site. Darwin commented the purchase is a no brainer except for the strings attached, and he is not comfortable signing on for 10 years. He added that the rail trail issue was his hang up for the Beacon project as well. Chairman Fortier asked if the Beacon project was on hold. Dick responded that it was, and that the list of things they would like to accomplish has been rearranged. The lawn and snow equipment came up due to winter coming. He added that the Beacon will remain that they will not do it unless they can demonstrate it first. Mike commented that he thought the Beacon came first, then more grant money comes after it's in place. Dick answered that for safety upgrades that is the case, but that the Beacon does not fall under safety. Motion passed with 4 yes' from Chairman Fortier, Tom Friel, Chris Luurtsema and Mike Bonanno to go ahead with the purchase of the snow and lawn equipment. 1 no from Darwin Clogston.

Comments of the Public: Howard Hatch asked if Trout's Unlimited has a clerk of the works. TM Lacaillade indicated they do. Howard asked why we want to put Stuart in the middle of the Stonecrest project. He recommended that the board sign the bond and let it go as Stuart has enough going on. Howard also brought up his question from a year and a half ago regarding a cut across the railroad bed. At that time he was assured that Pete Roy had made the application and they have a driveway permit from the State. Right after Town Meeting TM Lacaillade took on the project but nothing has been done. Chairman Fortier indicated that the state is willing to grant permission but that the Federal government . TM Lacaillade stated it is something that she has spent many hours on. Howard indicated that he has been told it's a matter of purchasing square footage back from the government. TM Lacaillade said that in an email she received at the end of the week last week states that even if we pay the money back, they will not release the trail to motorized vehicles and she has not given up, even with that. She has met with the state level, and they are setting up a meeting to include federal delegations. She went onto say that she works on this project every day. Howard Hatch commented that if wheeled vehicles are cut out completely; when they were doing contract work for the Keith's and instead of tying up traffic on the regular roads, they used the rail trail and they were told the trail was a good idea, but those are wheeled vehicles. TM Lacaillade said she knew that farm equipment was using it and that concern has been raised by others and she has posed that question to the State. There was discussion as to who should be involved with this issue in trying to get it taken care of. Mike asked if snowmobiles were included also. TM

Lacaillade responded that they are exempt. Chairman Fortier commented that representatives will be met with again and they are continuing to work on this. Howard stated he also feels that the Board should feel strongly about keeping Town people out of the project at Stonecrest and let Bogie go. Chris commented that he feels that Stuart should stop by the Stonecrest project, but not have to be involved in the construction. Paul Forcier commented that he feels that Stuart being on site at the Stonecrest project is a huge liability. Chairman Fortier added that Stuart is doing proactive things such as contact with Dan Boutin, who found where the line actually is. Chris said that he has no problem with Stuart keeping that of the project, just not working on it. Wayne Fortier feels Stuart is being proactive to see that there are not any problems and doing this all in a genuine manner to assure there are no problems and that the project can progress smoothly. He went onto say that the Board has made it very clear that they do not want Stuart involved in the project. Tom commented that it's a good idea that the Board look into a contingency plan, that way if there is a problem, the Board is right there to take care of it. Tom also said he feels it is a good idea to set up an emergency plan B to handle it. Mike asked if Bogie could be contacted again for his emergency contingency plan. TM Lacaillade said she would ask again for the plan.

Town Manager Report- TM Lacaillade reported that she met with Neil Robie again. They are talking of other options available for recycling. Neil is working on a plan that resembles single stream. Neil will come back to the Board with a proposal. The single stream process would all go in one bin, then be taken to White River Junction then to Rutland and sorted, but glass may not able to be recycled with this option. Neil had indicated that this was not his first choice. FO Collins and TM Lacaillade met with the tax collector to go over the process in getting the paperwork together. There is a plan in place to get folders together. She reported that she attended the ceremony at McDonald's for Officer Jarvis for "excellence in law enforcement". Dead River met with TM Lacaillade and the Recreation Director regarding funding options that they may have available for recreation. They have wish list money that they hope to work into their Haverhill budget. Dead River would like us to put together a list of things that would help the recreation department. They will then decide which project they might like to help fund. She went onto say that she has received some of the reports about the abatement at the Haverhill Center armory, and that she needs to reach out to another company as well. She has received emails and had many phone conversations regarding the rail trail. She attended the ATV meeting and talked with them regarding alternate trails. The club has talked to one local property owner who may grant them access to his property to get to Briar Hill. Then the question is how to get from Briar Hill and beyond. The club would need to come to the board to get permission. TM Lacaillade added that this was all if the rail trail cannot be reopened. She mentioned that the police department has hired a new office manager who started last week. She also commented that the Board has brought to her attention, and she has observed herself, several construction projects that are not permitted. Letters have been sent to the property owners and some of the permits have come back. She will continue to send the letters out as she knows this has been a concern of the board in the past. She indicated that she was given the dispatch logs that Darwin had requested. Darwin indicated this was not what he was looking for. He had been talking about the fire departments call logs and he will want them to supply those when it's budget time so they can justify their budgets. Mike asked whose call it is to enforce fines for unpermitted burns and a truck goes out and issues a citation. TM Lacaillade responded that after the town pays the fire department it goes to the New Hampshire Division of Forestry, and they make that determination; if it is a billable offense, they advise the Town and the responsible party is billed. TM Lacaillade added that she handed out information regarding the tax collection kiosk that Amy Moore had brought to the board a while back. A copy of the proposal from M & N Assessing was also handed out, as the board needs to enter into a new 5 year contract for assessing in order to meet state rules. The MS-1 for tax rate setting has been submitted.

Old Business: N/A

New Business

- **RSA 79-E-** TM Lacaillade indicated that discussion should be started if it's something the board wants to take to the voters in March. Darwin questioned about enforcement of the rule if they grant the reduction in taxes. He went onto say what if we reduce their taxes for 3-5 years, what happens if they don't keep up their end of the bargain. Where's the enforcement? Chairman Fortier commented that the program is designed to improve the economy little and improve some dilapidated building situations. He also went on to say that these are incentives produced by the town to clean up some property. Chris commented that he understands there's a lot more to it than cleaning up some properties. He feels it is out of the box thinking that could do some good as far as trying to incentivize businesses to come in. He added that his concerns are its good to give credit to a company that won't cost a lot in resources as far as town goes. If it's a commercial building, we're not doing any favors because we might be making the building look nicer, but the type of business coming out of it is more resource drained on the town itself. TM Lacaillade commented that she thought it did mention that it had to consider the impact of schools, etc. Chris added that there doesn't appear to be a stipulation that an apartment building is excluded. He wondered if it's possible to push it to be more of a business perspective. A business would improve the building, receive the incentive, and yet bring more business and more commerce to the town by being an actual business and also providing jobs. TM Lacaillade commented that 7-A the Public Benefit Determination, indicates that decision can be based on whether to accept an application. It can also be set up for public benefit, so if the board decides it does not provide enough public benefit for local economic condition, community character, and local community planning and development goals. She went onto say that the state gives this as a guideline, and the board can set some of the criteria. She went back to Darwin's question regarding enforcement- if the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild or demolish the structure following damage or destruction, the governing body shall, after a dually noted public hearing, determine whether, and to what extent, the public benefit of the rehab has been diminished, and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. She added that there is a way of going back and re-cooping some of the benefits they received if they don't follow through. Darwin asked if the board can go back to the first year the abatement was awarded. TM Lacaillade went onto read that "if the covenant is terminated, governing body shall assess all taxes to the owner as though no tax relief was granted, with interest, in accordance to paragraph 2. TM Lacaillade also added that this was Rochester's packet that she had handed out, and that there were many other towns available to compare their forms with. She asked if it was something the board would like to look at further. She also said she will gather more information. Chris asked if there's a network where they can reach out and ask who's done this, and what did and didn't work.

- **Assessing contract with M & N Assessing Services-** Tom commented that he is pleased with them and how they are handling things. Chairman Fortier commented that there is a cover letter indicating new state requirements, which is part of the cost increase. Darwin commented that he had personal involvement with them when they assessed his house. He said the gentleman was very professional and a nice guy. Darwin had a question regarding the cost breakdown. The was a brief discussion regarding the amount of the contract. Mike made a motion and Tom seconded to enter into a 5 year contract with M & N Assessing Services. Motion passed unanimously.

- **Avatar Kiosk for tax collection:** At a past meeting Amy Moore brought to the board a program that a public member can use when looking for tax information or title information. The information provides what taxes are, whether they are paid or delinquent, etc. in order to service the public. TM Lacaillade commented that the tax collector at this time does not want to go with an online payment method, but would like to go ahead with the 1st step of having the information out there for the tax payers. There is a onetime set up fee of $95.00. Darwin asked how it benefitted the tax collector, and

TM Lacaillade indicated that it was a benefit to the public. Mike commented that it was an added value service to the residents. Chairman Fortier asked if Sandy was prepared to provide all of the information to the website. TM Lacaillade indicated yes, and that this would limit the phone calls regarding tax status. Darwin asked if Sandy has indicated how much time she will be putting into uploading the information. TM Lacaillade responded that it should not take long to upload the information. Mike made a motion to go ahead with the purchase of the Avatar kiosk, seconded by Tom. With a yes from Tom, Mike, Chairman Fortier and Chris, and a No from Darwin, the motion passed.

Commissioner Committee Reports: Tom indicated that Sherri took care of his report with her presentation. Mike commented that Ed is trying to get copies of the master plan to be discussed at the next meeting.

Correspondence: From Tim at M & N Assessing- Areas of Assessment how business and residences will be affected by the inflation of tax rate. TM Lacaillade indicated that this was in the packet that they received, and it was what Chris had asked for. Chairman Fortier commented that there is a mitigation meeting that starts Tuesday from 9-11. The Haverhill Police Department press release from September 19th- October 13th was received.

Comments of the Public: N/A

Comments of the TM: N/A

Comments of the Select Board: Mike mentioned that the North Haverhill Fire Department was holding their training drill out at Mountain Lakes tonight, and if anyone had time after the meeting he encouraged them to stop by. Mike also asked if the drug and alcohol policy could be added to the next agenda. Chairman Fortier asked Chris if he would be displaying the highway survey of equipment analysis at the next meeting, Chris indicated yes. Darwin asked about the Capital Reserve Fund that was appropriated in March. He wondered why the money just went into the account in August when it was appropriated 6 months ago. TM Lacaillade commented that generally they wait until the first tax billing is in until they put the money in, so they are not having to borrow money to put into the capital reserve fund. She went onto say that a lot of times from March to June we are borrowing money to make school payments, and we use the tax anticipation note. Darwin asked if August was standard for this. TM Lacaillade indicated that they usually wait until tax payments start coming in. Darwin asked where the board was with the TM's contract. Chairman Fortier indicated that they have a signed 3 year contract. Darwin asked if it was a 3 year contract based on a 90 day review, and if all reviews had been tabulated. Chairman Fortier indicated that the 90 day review was completed last meeting, and that all reviews were in except for Toms. Darwin commented that he was confused as to why there was a contract if not all reviews were in. Tom commented that he had not finished reviewing his, but that he had made his feelings known at the last meeting.

Mike made a motion to adjourn the meeting. Chris seconded. Chairman Fortier adjourned the meeting at 8:04 pm.

Minutes transcribed by Sarah Leete