

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, November 2, 2015
Draft Subject to Review, Correction and Approval at Following Meeting

Board Members Present: Wayne Fortier, Tom Friel, Lynn Wheeler and Rick Ladd

Board Member Excused: Robert Roudebush

Town Manager: Glenn English

Administrative Assistant/Finance Officer: Jo Lacaillade

Selectboard Clerk: Karen Hyde

Members of the Public Present: Darwin Clogston, Howard Hatch, Tom Harris and Ed Ballam –
Journal Opinion

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): Lynn Wheeler made a motion to accept the consent agenda; seconded by Tom Friel and carried unanimously.

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

Scheduled Public Appearance(s): None

Public Hearing: None

Town Manager's Report: TM English reported that he had been to Concord where he met with USDA about a potential planning preliminary engineering grant to deal with the leaking sewerline. He had a very good meeting with Mark Koprowski, who TM English has known for years. The Town's application is in and TM English feels that there is a decent chance of getting a planning grant. Chairman Fortier stated that that was good work. TM English stated that it was a 75-25 match. He also commented that the max the USDA would put up was \$25,000.

Pending (Old) Business:

- **Capital Improvement Plan Review:** Chairman Fortier asked TM English if he had anything new. TM English stated that he had fine-tuned some of it and hoped to have all his numbers done by the next Selectboard meeting on November 16. He would have a revised spreadsheet and revised priority sheet for each project.
- **Status of Fire Safety Inspector:** Chairman Fortier stated that he had just had a positive meeting with the Woodsville Fire Chief. They went over the form issue again and Chief Jeff Robbins indicated that they would comply with the form. Chief Robbins spoke very positively about the form and how it would be utilized. He explained that he does a narrative report and would attach that to the form if the comment section on our form wasn't enough. Chairman Fortier stated that Chief Robbins wanted to do the right thing to see this program work and was willing to put all his efforts into making it work. Chairman Fortier was very encouraged to hear that.

➤ **Goals of 2015 review:** Chairman Fortier wanted to do a review of the 2015 goals. Goal #1 was to create a better town manager evaluation process and revision of current evaluation forms. TM English, Robert Roudebush and Rick Ladd were to work on this goal. Rick stated that he had spoken a little bit with Robert about this, but they hadn't done anything on it. Chairman Fortier commented that they really needed to look into this because the Board was concerned about how they went about that process.

Goal #2 was to create a comprehensive plan on how to address sub-standard housing. Chairman Fortier stated that he didn't know if they had a comprehensive plan, but they have addressed the issue on two fronts with some court action. TM English stated that the Board has reviewed all of the statutes that applied and that was basically what the Board had to work with. The Board had a good working understanding of the main statutes, such as the fire codes and life safety code issues. There is no written plan, but the Board has discussed it and done some work on it. Chairman Fortier believed that the Board should have some form of written documentation as to what the Board's thoughts and visions were, so they will continue to work on it.

Goal #3 is mental health and substance abuse issues. Chairman Fortier stated that the Woodsville Precinct funded some money to go into mental health and substance abuse issues. The Town hasn't tackled this but there is a huge epidemic of heroin use in the State. The issues have been in the newspapers for some time now. TM English stated that the Town has funded White Mountain Mental Health for several years now, which is the agency in this region which clears the folks who have issues. White Mountain Mental Health has requested the same amount of funding this year as last year. There have been no other requests from any agency in the area. Rick Ladd asked what the status was of Chief Charles and the use of Narcan. TM English stated that Chief Charles doesn't feel that the Town should be using it and it is, ultimately, his decision. The ambulance folks normally get on the scene before or simultaneously with the Police Department so Chief Charles doesn't think it makes that much difference. Rick asked if the Chiefs Association had come out with a position on that and TM English stated that he didn't believe so. TM English stated that the Board might like to have Chief Charles in for an update on the drug issues. Chairman Fortier asked to invite Chief Charles to the next meeting on November 16, 2015.

Goal #4 was a community profile. Lynn stated that this was her project and she did meet with Geoff Sewake of the Extension several times. She felt that their approach was a little more economic than what the Town was looking for. She presented that to the Board in some correspondence. She has no other plans for where she's going with it. She needed some direction from the Board. Chairman Fortier commented that the Strategic Facilities Committee did a demographic study and the study was given to a new Haverhill Futures Steering Committee. He thinks that there may be some discussion in the new Committee that would go in the direction as to what the community really is. It had been talked about in the 2008 Master Plan, but nothing has been done with it since. Chairman Fortier commended Lynn for her contacts with Mr. Sewake. Lynn commented that the new Committee is more specific to Haverhill Corner and their issues. What was done with a community profile in the past was to bring in huge numbers of volunteers to fill their committees. It was a little different from what Chairman Fortier's group was trying to do. TM English commented that the previous community profile had a good sized steering committee and the tasks were divided up. The community profile was not a one-person task. Chairman Fortier commented that they would leave the goal and do some studying on it.

Goal #5 is the Fire Equipment Committee. Rick Ladd commented that the Committee met last week and they discussed the prices for the new Haverhill Corner fire truck. There was a healthy discussion on the truck and all Committee members were present. A company called

KME had the lowest bid, which was \$488,957. The Town had funds in Capital Reserves of \$120,000 and Haverhill Corner had funds of \$60,000 with another \$60,000 in the coming budget cycle, which makes \$240,000 to go toward the vehicle. Everything on the truck is made by the company. The price they were given is good through March 2016. At the meeting, Howard Hatch made the motion to recommend the purchase of the truck and it was seconded by Woodsville Fire Chief Jeff Robbins. One of the questions Rick brought up was: "Who owns the vehicle?" and he felt that they must be pretty emphatic in letting the community know that it was paid with Town money, but the Town doesn't have a fire department. There was a budgetary process developed where all members of the community contributed to fire departments so that everyone has the same contribution. The Town did not take ownership of any of the three (3) fire departments. Howard Hatch's concern was the truck weighing over 40,000 pounds. He commented that he had received information from Ed Ballam that the truck's loaded weight was going to be 46,000 pounds. Howard's concern was the weight of the two-axle truck on the roads. Ed Ballam stated that he had spoken with KME and KME had done a complete weight analysis. They are confident and comfortable that the truck is safe. They cannot sell a truck that is not NFDA compliant. KME did an axle ratio analysis: 6 occupants at 250 lbs. each, with loaded equipment of 5,000 pounds, the weight of the water and the truck and it comes up just fine. He understood Mr. Hatch's concern for the roads, but it's not a safety issue as far as the apparatus. Chairman Fortier asked what the water capacity was and Ed told him it was 1500 gallons. Rick stated that another question asked was what to do with the old truck. He commented that it could go to scrap for \$2500 or put it online, where it may go for \$10,000. He is concerned that \$10,000 is a little light and was hoping that they could get a little more. Mr. Hatch thought they wouldn't get more than the \$2500. TM English added that the figures that Rick quoted were programmed into the capital budget. Chairman Fortier asked where this went next and TM English stated that it went through the budget process.

Goal #6 is the Henson/Town boundary. Tom Friel worked on this goal. Tom stated that this started back in 1943 when Charlie White purchased the property from the Town in a tax sale. In 1949, the Town of Haverhill purchased a section of 2 or 3 acres from Charlie White, which abuts Doug Henson's property. In going through the deeds, at one point in time, Harry Burgess did a survey, which Tom had, of the line between Doug Henson and Charlie White's old property, which is now owned by the Town and it was, basically, scratch your head and come up with a guestimate. This guestimate is acceptable to Doug, who is the abutter. Since the Town of Haverhill purchased this, they can't just sell it as a tax sale. They would have to go before the Town to get permission to sell it. Tom's suggestion was to sell it as the Town is not in the real estate business. Howard Hatch asked if this property was where the old dump was and Tom said that it is. Chairman Fortier asked if Mr. Henson had expanded his operation onto this property and Tom stated that he had. Tom again stated that it should go out for bid. Mr. Hatch asked who assumed liability for what was there. Tom stated that he had gone to the DES and checked it out with them. They are happy with the condition of the dump as it currently is and they have made recommendations as to what can and can't be done. TM English stated that the buyer must assume responsibility. Mr. Hatch asked if the south boundary of the property was marked well and Tom told him that that was the problem. Mr. Hatch stated that when the dump was closed, a lot of material was brought in from across the road to cover the dump but the old Cold Spring line ran down it and they had to walk it quite often. There was a lot of material oozing into the brook. Tom stated that it had been inspected by the DES and the Town received a report with recommendations. Lynn stated that what Tom had couldn't be recorded as a plan, but it could be recorded as an exhibit. Tom's recommendation was to have a Warrant Article to sell the property.

Goal #7 is Committee members. Chairman Fortier stated that the Town was losing committee members. He didn't know what else to do other than identify some people who may wish to serve on the committees. The Heritage Commission needed more people and a Rec Commission member recently resigned. Lynn commented that the Rec Commission was up 2 members. TM English commented that a ZBA member had been picked up, but the ZBA is still short members as well as the Planning Board.

Goal #8 is establishment of the Advisory Highway Committee. Chairman Fortier stated that the Committee had been formed and they had met once. The Committee needed to meet again soon because there were capital budget issues coming up. Rick asked Chairman Fortier what the Committee was going to be asked to do. Rick stated that the last time the Committee met, there was opposition to the fact that the Committee had met without the Road Agent or TM English calling the meeting. Rick wanted to know what the Board wanted this group to do. Chairman Fortier stated that the Mission Statement was clear as it was written. He also commented that the group met without two members being there. The Committee needed to meet so they could look at the projected outline that was given to them by North Country Council and come up with a plan as to how they were going to attack the road systems. The Board was looking to the Committee to identify priority projects. The recommendation of the Committee was a complete reconstruction of Lily Pond but that seems to go against some of the thinking of maintaining the better roads from further deterioration. Chairman Fortier stated that he didn't feel comfortable with two important people not being at the meeting for whatever reason. The full Committee needed to meet and come up with how they were going to address the roads as outlined by North Country Council and the priorities that they set. Rick commented that there was a real safety issue, as seen by the three members that met, on Lily Pond Road. They don't know what is underneath it and there was a recommendation that any future bids that come in to do roads that the person who opts to do boring now would have the opportunity to submit that bid. They don't know what's underneath any of the roads and they haven't got that information other than talking with the people that have a history in the community and two of the historians were sitting at the table. Rick further commented that the meeting was posted and everybody knew about it including the two that were not there. Mr. Hatch stated that he had a chance to look at the Minutes of that meeting and he didn't think that the outcome of the meeting was properly presented to the Board. The Committee was presented with a price of Lily Pond Road. They were concerned it was bad, but the price of reconstruction without knowing what was under it, they felt, was unfair to deal with figures that they didn't know. He further commented that you can take capital money to do major improvements and on this end, there is maintenance. There is a summer and winter maintenance program. Both Mr. Hatch and Mr. Maccini wanted to get on the Committee because they wanted better roads and money properly allocated to put into it. If anything, he doesn't care if they get credit for it. It would be nice to have the Road Agent, the Town Manager and everybody look good for having better roads. Mr. Hatch was sincere about it; he doesn't have any axe to grind. Rick wanted to clarify that nothing was prioritized at the meeting. If prioritization is what the Board is asking the Committee to do, information is needed and until all the good information is there, how can anything be prioritized. Rick also commented that the reports the Board has received are that Lily Pond is a bad situation and that has been presented over and over. Lynn asked if the report that the Board had received from North Country Council was going to be ignored and Rick stated that that was not what the Committee intended. TM English stated that the Board had received information from North Country Council on exactly how the information was obtained and they had also received a spreadsheet that showed the order. The report had established criteria. Rick commented that the criteria was there but did each one going together into the software package count equally the same. TM English stated that he believed so. Rick

stated that he had asked for that information, but had never been handed a report. TM English stated that that information came from UNH Technology Center, from the state in a computer program with cost estimates on the type of work talked about. Rick commented that there still wasn't an answer on how the criteria were weighted against each other. TM English stated that it was up to the Board whether they were going to accept the criteria or not and want to put more emphasis on one more than another; that's not going to change the report and what it was based on. Chairman Fortier stated that the Mission Statement was pretty clear on where they wanted to go. He commented that the Board was approaching the budget season and he had absolutely no idea based upon this outline from North Country Council of what they are intending on doing with the money that was appropriated. He wanted to be able to tell the public at Town Meeting that "this was their plan and this is what we will do". He wanted to be able to tell the public where the priorities were. Chairman Fortier stated that a meeting was going to be called by the Road Agent and TM English and they were "going to get a handle on this". Chairman Fortier asked the Board to allow him to be the Alternate for the Board rep in order to attend the next meeting just to observe. Lynn stated that he did not have to be an Alternate to attend the meeting; it was a public meeting. Tom commented that by being an Alternate, Chairman Fortier could step in for Rick if he wasn't there. Chairman Fortier appointed himself with consensus from the Board as an Alternate to the Committee. Chairman Fortier commented to TM English that they needed to start working on this as soon as possible. TM English stated that he has developed a capital budget and there are three road projects in that capital budget based on the priority set by the North Country Council report. He thinks that those are the three projects they should proceed with and he would be very happy to get Mr. Maccini and Mr. Hatch's input on how they should do the construction, which he thinks is the value that they bring to the process. His recommendations are based on the study. Chairman Fortier wanted him to share those recommendations when he called the Committee and he was asking for it to be called fairly soon.

Goal #9 is Business Park lots. Chairman Fortier believed that not much had been done on this goal. The Board recently reviewed the covenants, but he felt they needed to do a better job of reviewing the covenants and make sure that what they said was going to happen did happen.

Goal #10 is Business visitations. Lynn and Rick had been out to businesses. Some of the Board hadn't been out, but there needed to be more input from businesses in Town. Chairman Fortier commented that they had achieved some of the goals, but there needed to be more work done on them.

- **Town Property Airport Road:** This was already discussed.

New Business: None

Commission/Committee Reports: Lynn reported that the Rec Committee has had a lot of goings-on this year. Every weekend there is something that they are doing. During the week, they are getting ready for the events. There are many people making the Recreation Department work and Haunted Happenings is just the latest event. This goes on for every event that Rec does. She had a report from Sherri Sargent, the Rec Director, talking about Haunted Happenings. The younger children's event, which Cindy Fagnant, Jo Lacaillade and herself created, and there were volunteers who came forward to run things such as the bean-bag toss. There were at least 7 or 8 people working just on the younger children. The adult haunt had over 18 actors, 5 people doing make up, four volunteers at the door who also did popcorn sales. Francine Bowman put in 70 hours toward the events. Lynn reported that the Commission brought in revenue of over \$1600. Lynn commented that there was a lot of talk about Committees, but this is a Committee that is thriving and is doing very, very well. They are doing huge events, more events, newer events and they are very successful at it. There are a huge number of

people who are willing to help out at any time. Lynn just wanted to make sure that Sherri and all of the individuals who helped out got credit for that. There are a ton of volunteers helping with Recreation and she thinks they should all be applauded for their work. AA Lacaillade commented that there was another major event coming up this month with the Turkey Plunge. It is a huge fundraiser and taking a lot of time. There are a lot of people willing to help out with this event. Chairman Fortier asked for a list of the people volunteering so that the Board could thank them. Lynn commented that Sherri could provide that to him.

Correspondence: None

Comments of the Public: Darwin Clogston asked for a copy of the logging contract for the Haverhill property in Mountain Lakes. He wanted to know what was in the contract and what was happening with the 174 acres. Chairman Fortier stated that the logging contract was a public document. TM English stated that Darwin could go to the Mountain Lakes District and ask for the contract. Darwin asked why the Town did not have it if it was the Town's property. Chairman Fortier responded that the Town didn't have it from the onset. Darwin asked why the Town didn't have a new contract now that it was their property. Chairman Fortier commented that he didn't think there was a new contract in the works, but that the Town should probably have one for their files. Tom Harris commented that he has suggested several times to the forester, Harry Burgess, to get a new contract with the Town. Darwin asked if the Town was allowing Mr. Harris to continue logging and there was no contract. Lynn commented that Mr. Burgess was in the office today and was told to come back in the afternoon but he did not return. She also commented that they have not been remiss; they are trying to make it work. Tom Friel commented that he has walked the property several times and it struck him as being appropriate. Chairman Fortier asked the Board what the answer to Mr. Clogston's question was. He could tell Mr. Clogston that the Board has allowed Mr. Harris to continue cutting on a minimal basis and that was the last decision the Board had made. TM English stated that future payments would come to the Town rather than to Mountain Lakes District, which Harry had been in to arrange. Chairman Fortier stated that that was what was agreed on at the last Selectboard meeting. Mr. Clogston stated that he wasn't saying there was any misappropriation of money; he just wanted to know if the Board was comfortable with a contract they haven't seen. Chairman Fortier stated that the Board will get a copy of the contract so that they know what it says, even though it was initially agreed upon by two different entities. Now that the Town owns the property, they should have a copy of the contract. He thanked Mr. Clogston for bringing up the issue. Mr. Clogston asked to have a copy of the contract e-mailed to him when the Town receives the contract. Mr. Hatch asked if the money was in a Mountain Lakes escrow account and was told that it was in a separate account. Chairman Fortier stated that it was his understanding that the Town was going to take over those funds from the new checks. The money at Mountain Lakes would stay there until the issue was resolved and Mountain Lakes agreed not to expend any funds.

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

Comments of Selectboard Members: None

Adjourn Meeting: Lynn Wheeler made a motion to adjourn; seconded by Tom Friel and all approved. Chairman Fortier adjourned at 7:05 pm.

Minutes transcribed by Karen Hyde