

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, December 14, 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, Pauline Bonanno, Mike Bonanno, Tom Harris, Howard Hatch, Maryanne Aldrich, Karen Woods, Mike King, Dan Brady, Patricia Brady, Jeff Page, Jasper Page 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 agenda; seconded by Tom Friel and carried unanimously.

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

Scheduled Public Appearance(s):

- **Maryanne Aldrich-Cottage Hospital:** Maryanne Aldrich, Community Relations & Fund Development Director, introduced Karen Woods, Administrative Director, Cottage Hospital and Mr. Michael King, who has been working with Maryanne quite extensively on different opportunities for fund development through different programs and block grants. Through his insight, the hospital was able to secure money through the New Hampshire CBFA program for their new rural health center. She continued that they were there at the meeting for a different reason. They are looking to bring a geropsych unit to Cottage Hospital. Karen Woods went on to explain what the geropsych unit was all about. She explained that this unit would be a 10-bed inpatient, short-stay unit with an average length of stay being 12-14 days. The purpose of such a unit would be to take individuals 65 and older who are experiencing a psychiatric event and put them in an atmosphere where they can be diagnosed and released back out. She stated that with the current issues in the community, the hospital felt it was their duty to pursue this service line. They have received much support not only from the community, but from the region and the State as well. They are in the process of finalizing the Certificate of Need through the State of New Hampshire for the unit. This new unit would be located in the area where the Physical Therapy Unit used to be. Tom Friel commented that he had suggested something similar to this about 10 years ago to Bruce LaVoice and was glad that it was going ahead. Lynn Wheeler asked with the additional 10 beds, how many beds were now available. Karen responded that there were currently 25 so it would now be a total of 35 beds. Lynn then asked how they were going to contain these psychiatric patients. To enter the unit, there will be a transition area so that it will actually shut and locks before going into the next area. The doors that go outside will be locked so that people can't just come in. There will be special windows

that don't break easy and drywall has to be of a special grade. This unit would be on a strictly voluntary basis. With this unit being a geropsych unit, it would help free up some beds in the other hospitals around the State. Rick Ladd asked Maryanne what they did with involuntary admissions. He asked if they were shipped off to Concord. He also asked if there was involuntary carry coming from Vermont into New Hampshire and then putting that Vermont patient in a bed, displacing a resident of New Hampshire. Karen stated that "we live in a very unique geographic area" and the answer to Rick's question would be yes. They realize that this is a concern because there are patients from Vermont. Rick then asked who paid for the security in the hospital – was it Grafton County or was it Vermont. The answer was Cottage Hospital and they then eat that cost. Chairman Fortier asked Maryanne if they were going to increase their staff. Maryanne commented that they were there to inform the Board of this program and to ask the Town for their support in applying for a CDBG grant. There will be between 7-10 additional jobs, ranging from receptionist to doctor. Maryanne conducted a brief discussion of the Food & Nutrition Department. They take great pride in the Food & Nutrition Department from a standpoint of being able to offer nutritious meals to the community at a discounted price. Chairman Fortier asked Maryanne if they were looking for the Board to be a signatory on the application process. TM English stated that the Town actually applies for the grant. The way the system works is this is a community facilities grant. The hospital by the rules of the CDFA is considered a public facility in the medical field so they qualify to receive such a grant. There has to be a good purpose that's acceptable and fits in with the CDFA program. There is an income criteria for the community, in which the hospital is located, which Woodsville meets. TM English continued that this requires the Town to apply for the grant and to hire a grant administrator that is paid for out of the grant. There is a cost to the Town, such as running the ads in the newspapers to hire the grant administrator and running the grant application in the paper. There is a small cost to the Town, but it is basically the Town's grant on behalf of the hospital. This is not a slam dunk; the process is competitive. It may get funded or it may not get funded. There is a point system and enough points have to be obtained to get funded. Maryanne Aldrich stated that the hospital was going to work out the details so that the Town doesn't have the liability from putting the ads in the paper. She would work out the details with TM English so that the taxpayers are not being held liable. The hospital feels that they will be successful. TM English commented that the hospital had to match dollar for dollar and Maryanne stated that they were looking to do \$500,000. TM English stated that that was the whole allocation for the year so if they apply for \$500,000, that would be it for the year for CDBG. The Opera Block was the last time a CDBG grant was used. TM English suggested that they talk a little about hiring a grant administrator. If the hospital goes to the regional planning commission, North Country Council, they don't have to be competitive. If they hire someone else, it needs to be put out for bid. Maryanne stated that the reason they came to the Board was to see if the Board was supportive of the project and she believed that the next thing would be a public hearing. TM English stated that the application deadline is January 25, 2016 and there were a few Selectboard meetings before the deadline to hold a public hearing. Maryanne again stated that any financial risk associated with the grant, the hospital wants to take on that responsibility. Lynn stated that it would have been nice if the Selectboard had been able to see the study that was done. It seemed to Lynn that this was "down to the wire". Maryanne stated that this has been a long-term plan. Rick Ladd made the motion to support Cottage Hospital in obtaining a CDBG grant; seconded by Wayne Fortier and carried unanimously.

Public Hearing: None

Town Manager's Report: TM English reported that there had been a Highway Advisory Committee meeting on Thursday, December 10, 2015. It was a very good meeting with a lot of consensus on projects to do. TM English stated that in his budget submittal, there would be two (2) potential projects that he thinks the Committee agreed would be worth pursuing. TM English also stated that the budget was basically completed with the exception of the Fire Departments' requests. By the end of the week, he should have the rest of the requests and something to the Board by Monday, December 21, 2015.

Pending (Old) Business:

- **Lot in Mountain Lakes:** Chairman Fortier stated that there was a letter from a Forester, which is attached to these Minutes and a letter from the Mountain Lakes Association with recommendations. Chairman Fortier knew that Tom Friel and Mike Dannehy, along with the County Forester, had gone to the property and he asked Tom if there was anything to report. Tom stated that the report speaks for itself. Rick asked what the general feeling was of the Selectboard after reading the report. Tom stated that he was open to suggestions. It was also Tom's feeling that if the property was open to recreation, it would cost considerable Town funds into making it a recreation area. With the way the economy is going and the way funding is going, to make this into a recreational area would take considerable funds as opposed to selling it and putting funds back into the budget. Chairman Fortier stated that the letter from the Mountain Lakes' Commissioners requested that the Town quitclaim deed the property to Mountain Lakes. If the Town decides to sell the property, Mountain Lakes has given the Board a full accounting of all monies received from the cutting operation and they are respectfully requesting 20% of the total to go back to Mountain Lakes to offset their costs. Chairman Fortier asked how that would fit into the equation and what the Board's thoughts or intentions are there. Rick stated that at a previous meeting, the Board had requested invoices. TM English stated that the Mountain Lakes' Commissioners were asked to attend the meeting and in lieu of attending, they would provide a written proposal. TM English commented that he didn't know what Mountain Lakes' costs were, but the Town's legal fees to date on this matter were \$2,300. Dan Brady asked that a copy of the forester's report be put in the paper. The Board gave him a copy of the report. Dan Brady commented that the Commissioners were not at the meeting as it conflicted with another meeting. He thought it would be helpful if the Commissioners and the Board could find a mutual date for another meeting. Rick Ladd stated that the Board was formally requesting invoices for costs incurred by Mountain Lakes. TM English stated that the logger and the forester have been made whole and the Town is out \$2,300 and they don't know what the backup is for the 20% requested by the District. Speaking as a taxpayer of Haverhill and not as Town Manager, he feels that the Board should require specific details on what their out-of-pocket costs were to back up the request. Rick wasn't interested in what the logger or forester did, but why does the Precinct believe they are owed 20% and what did they incur in costs specifically. Chairman Fortier asked the Board if they wanted the Commissioners at the next meeting. Lynn stated that if the Commissioners can't attend, could they give the Board a breakdown. Rick commented that the Board should have that anyway. Chairman Fortier asked if not having that information prevented the Board from making a decision. Chairman Fortier again went over the three (3) options that the Board had concerning the property. Pauline Bonanno commented that she feels that the common-sense piece of this has been lost in the politics. She and her husband have lived in Mountain Lakes for 10 years and she has heard from others "it's the Town and it's Mountain Lakes". Mountain Lakes in the last couple of years has started to work hard at bridging that, such as working with the Recreation Department. She would like to see that continue. Her personal opinion on this issue was that the divide continued and at this point, mistakes have been made by both Mountain Lakes and the Town. It was her opinion that the monies made by the cutting already done go back to the

Town now. She thought a good neighbor gesture would be to split the monies equally between Mountain Lakes and the Town and could that be looked at. Tom Friel's response was that the money that goes to the Town offsets the taxes in Mountain Lakes. TM English responded that in a Town like Haverhill, Mountain Lakes is not the only village district that they have. The Town has had issues with every one of the village districts. Chairman Fortier commented that the error the Town made was that they didn't know that they owned the land and probably should have known it. Tom Friel made the motion that the Town put the lot out to bid. Howard Hatch asked about putting the lot out to public auction in order to receive a higher dollar. Chairman Fortier asked if there was a second to Tom's motion. Lynn asked about the assessed value of \$140,000 to \$150,000 on the property and thought the Board would have no control over bids. TM English stated that the Board could set a minimum. Chairman Fortier stated that the motion had not been seconded yet. Mike Bonanno asked if there was an auction, would the bidding start at \$140,000 or would it start at whatever. Lynn stated that it probably wouldn't start at that point; it would probably start at a figure that was somewhat reasonable. Patricia Brady asked if the Town knew where the boundaries were now and TM English stated that they did. Lynn felt that real estate was going to stay the way it is right now and there wouldn't be much change in it. Tom Harris stated that he was going to take his equipment and bow out. Chairman Fortier stated that the report talked about a forest inventory, but the Town didn't have that. Lynn stated that it would cost more money to receive that. Lynn also stated that she would second Tom's motion if a minimum bid was set. Tom stated that he would amend the motion to include any minimum that was agreed on by the Board. There was no second to the original motion so the motion failed. There was a brief discussion on whether to sell the land now or wait and do more cutting for more revenue. AA Lacaillade commented that the last line under Additional Timber Harvesting of the forester report stated: "If the goal is to sell the land in the next couple of years, the best course of action may be to refrain from any additional harvesting and allow the land to recover". Tom Friel made the motion to put the lot out to bid with a minimum bid of \$120,000 with the right to reject any and all bids; seconded by Lynn Wheeler and carried unanimously.

New Business:

- **Timber Tax Policy:** TM English stated that he, Chairman Fortier and AA Lacaillade were recently trained by the DRA in how to determine a value in implementing the timber tax. What they have been doing for over twenty (20) years has not been in compliance with that training or state law. They have been using average stumpage value as promulgated by the DRA and they should be using an actual determination of the value of each cut as exemplified in a matrix supplied by the DRA. He was informing the Board that they should probably go back to that form of assessment. It is a statute that says "shall". TM English went on to say that this brings up an issue that may help or hurt. If you depart from an average and go with the actual value of each cut, how would the value be determined. Value can be determined based on what the owner submits by checking the slips on the sale of the timber at market, but a forester would have to inspect the cut. For the Town to do this, it would cost money from the revenue that is received from the timber tax. In any given year, the revenue from timber taxes is approximately \$27,000. With the number of cuts that the Town has, it would be a significant amount spent on a forester. Lynn asked how many other towns were doing it the way we have and everybody feels that they have to comply. TM English stated that some do and some don't, but they all received the same training from the DRA. He stated that they needed some clarification from Jesse Bushaw, who is the contact at Forest and Lands, on what information the Town can require from the owner in terms of the sale of the timber. Howard Hatch asked if the State Forester could assist with this and AA Lacaillade stated that the State Forester would not help

with this sort of work as it is not part of their duties. AA Lacaillade and TM English would be meeting with Jesse sometime this week and would get back to the Board with their findings.

- **Roudebush resignation/replacement:** Chairman Fortier stated that on December 2, 2015, the Board received a letter of resignation from Robert Roudebush, effective December 31, 2015 or if the Board wished to do something different prior to that. Lynn Wheeler made the motion to accept the letter of resignation with regrets; seconded by Rick Ladd and carried unanimously. Chairman Fortier stated that the Board could appoint someone to Robert's position or wait until Town Meeting and see who might be interested in that position. Chairman Fortier feels that there should be a five-member board with budget season approaching. Tom Friel was of the same opinion. There was a brief discussion of past Selectmen who might be interested in serving as a Selectman again. Mike Bonanno, resident of Mountain Lakes, vice chairman of the Town Planning Board and member of the Mountain Lakes Planning Board, stated that he would be interested in running for Selectman. He said that he has been on the Planning Board for many years and has only missed 1 or 2 meetings. Darwin Clogston also wanted to throw his name in for consideration of the Selectman position. The Board would advertise immediately for interested parties. It was the consensus of the Board to have a decision at the next meeting on December 28, 2015.
- **Form of Government:** Chairman Fortier stated that TM English had submitted his letter of resignation. He would be departing the last of February 2016, but he would be willing to help out if needed. Chairman Fortier stated that there was discussion about changing the present form of government to a Town Administrator. He stated that there was an in-house person, AA Lacaillade, who could carry out the functions of a Town Administrator. Rick Ladd handed out information from the NH Municipal Association concerning the difference between a Town Manager and a Town Administrator. Chairman Fortier commented that in 1994, the Town voted in the Town Manager form of government. It has been challenged twice and won twice. Some people feel that the Town should not deviate from the Town Manager form of government. A "fresh new face" would benefit the Town. TM English stated that Primex would help the Board in the hiring process. Lynn thought that the Board should be considering what qualifications they were looking for in a Town Manager and do some advertising. Rick concurred with this. Lynn felt that there needed to be a two-tier government: one person doing all the finance and the other person that is the public persona. Chairman Fortier asked if the Board wanted to have a Work Session to hash out all the information and the Board agreed. Rick thought that the Board needed to have a representative from Primex at the Work Session. TM English stated that Rick Alpers, who is the Town's representative at Primex and a Selectman from Bristol, has made the offer to help the Board, at no charge, decide what they want to do, what they want, how they want to do it and help with the recruitment process. Chairman Fortier asked TM English to set up some time with Mr. Alpers to come in for a Work Session. There was discussion about a day the week after Christmas. TM English would get hold of Mr. Alpers and come up with dates and times and distribute to the Board via e-mail.

Commission/Committee Reports: Lynn reminded that the Rec Committee was having Christmas Caroling on Saturday, December 19, 2015 at 6:00 pm. Tom reported that he had three (3) issues with the Planning Board. The first issue was conflicting meeting dates for the Planning Board and the Selectboard. The Board would look into it. The second issue was the Planning Board needed more members as they were having problems making quorum. He was looking into possibly changing the Planning Board from a seven-member to a five-member, which requires a vote of Town Meeting. The third issue was having a Planning Board member call in for a vote at a Planning Board meeting. There has been discussion as to whether this is legal or not. Tom asked how a member could be called in when they can't look at the map. He has been advised that if there was a challenge, that would be the

first thing challenged. Chairman Fortier stated that he was not in favor of calling in a vote. He also commented that the Board would research these issues and see what the remedies were.

Correspondence: Chairman Fortier stated that the Board had received a thank-you note from Sherri Sargent concerning the Board's participation in the Cold Turkey Plunge.

Comments of the Public: Patricia Brady stated "Good Luck".

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

Comments of Selectboard Members: Lynn stated that there was a serious accident in Woodsville and there are people who are questioning about the intersection. She thought the Board should write another letter to the NH DOT regarding the problems at this intersection. TM English agreed that there were issues with a missing crosswalk. He also stated that this was a State issue. If there was a lawsuit, the Town would probably also be sued. TM English stated that Cumberland Farms has lawyered up and they are not making any comments about what should have been done. It is on the State of New Hampshire to make sure what was called for in that plan was done and he doesn't know if they have done that. Rick had an issue concerning police standards. TM English stated that the Academy wanted to charge the towns to send law enforcement officers through the Academy. Chairman Fortier stated that at the next meeting, the Board was going to sign a recognition for Jim Fortier's Airport service. Lynn Wheeler made the motion to continue with the employee gift cards; seconded by Tom Friel and carried unanimously. There would be a coffee/refreshment event on Friday, December 18, 2015 from 9:30 to 11:00. Lynn and Tom would be attending this event as Chairman Fortier would be out of town.

Adjourn Meeting: Rick Ladd made a motion to adjourn; seconded by Lynn Wheeler and all approved. Chairman Fortier adjourned at 8:20 pm.

Minutes transcribed by Karen Hyde