

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, December 29, 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, Austin Albro, Lorie-Ann Noyes, Sherri Sargent and Jim Kinder

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 Tom Friel and carried unanimously.

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

Scheduled Public Appearance(s):

- **Lorie-Ann Noyes & Jim Kinder Presentations:** Chairman Fortier made individual presentations to Lorie-Ann Noyes and Jim Kinder for their many years of service to Haverhill's youth as coaches of Haverhill Recreation's youth basketball program. Both Rick Ladd and Lynn Wheeler added personal thank yous to Lorie-Ann and Jim for their work with the youth of Haverhill.

Public Hearing: None

Town Manager's Report: TM English reported that the Life Safety and Fire Inspector position had been re-advertised and he was happy to report that he had received 3 inquiries. He stated that out of the three, two were qualified. He would be setting up a meeting with Steve Robbins and Gary Wood to go over the files. Chairman Fortier asked TM English if he had seen the article in the Journal Opinion about the meeting between the Selectboard and the Woodsville Precinct Commissioners. TM English stated that he was a little surprised at the word "Clash" in the headline as he felt that the meeting went well.

Pending (Old) Business:

- **2015 Budget:** Chairman Fortier asked if anyone had questions or concerns about the proposed 2015 budget. He also reminded everyone that the first meeting of the Advisory Budget Committee would be December 30, 2014 at 7:00 pm. TM English stated that he had received two (2) Fire Department budgets (North Haverhill and Haverhill Corner), but nothing from the Woodsville Fire Department. Rick Ladd asked TM English how he was going to deal with the fact that the Board had talked about taking the inspection side of the stipend money and putting it internal through the Town. TM English recommends that when the Board finalizes the budget, that the inspection funds (\$5,000, \$1,000 and \$1,000) are taken

out of the fire department budgets and put into a separate inspection account. Robert Roudebush asked about accountability on the Fire Department inspections in the future and TM English stated that there would be accountability. Chairman Fortier had a question about the Stonecrest culvert project and why it was a separate Warrant Article. TM English stated that he was following the precedent on the last culvert job on Clark Pond Road. He felt that the Stonecrest culvert project warranted special attention, but if the Board wanted it back in the highway budget, he would do that. TM English stated this project was fairly simple and would be contracted out as it would require an excavator. He stated that he had received estimates on sleeving the pipe rather than replacing it. The cost to sleeve the pipe was \$1,000/ft., which would be approximately \$90,000. The cost to replace the culvert would be \$45,000. It was the consensus of the Board to keep this project as a Warrant Article.

New Business:

- **Investment Policy:** AA Lacaillade presented the annual adoption of the Investment Policy, which is set by statute. There are no changes from last year. Rick Ladd asked AA Lacaillade if investments in banks were outside New Hampshire or across the river into Vermont and AA Lacaillade stated that investments stayed in New Hampshire. Lynn Wheeler made the motion to adopt the new Investment Policy; seconded by Robert Roudebush and carried unanimously.
- **Fund Balance Policy:** AA Lacaillade also presented the Fund Balance Policy, which is also mandated to be adopted annually. There is no change to the Policy itself; the only thing that the Board needed to decide on was what their goal was for fund balance retainage. The DRA suggests anywhere from 8-15%. They are currently at \$376,254, which is approximately 3.75% that they are retaining. Robert Roudebush made the motion to keep the Fund Balance Policy goal at 4%; seconded by Rick Ladd and carried unanimously.
- **Capital Budget Presentation:** TM English stated that the only other capital project for 2015 he had, other than the road project, was the replacement of the one-ton highway truck. He had completed the necessary capital needs sheet and had labeled the replacement as urgent. The one-ton truck is critical to the snow removal operation. He is recommending a slightly larger truck from a 3500 series to a 5500 series, which would also take a wing. This could cut the initial plowing and sanding time in half. \$60,000 would be used from Capital Reserves, which would leave \$35,000 from the taxpayers for the truck. Chairman Fortier asked TM English if the Town grader was still used in Mountain Lakes and TM English stated that it was used if there was deep or heavy snow.

TM English then presented to the Board a 10-year plan for repairing the roads and their priority. The first column was the priority of the road. The second column was the road name, which was broken into ½-mile sections. The third column was the section number and the next column was where that section started. The next column is the type of construction (shim, overlay, crack seal, reclamation, total reconstruction, etc.) done and the next column is the estimated cost. These last two columns were projected to year 2024. TM English then explained the varying degrees of severity (total reconstruction, reclamation, overlay). Rick Ladd asked TM English if the costs on the breakdown were for principal only and then what would Woodsville's reimbursement be based on principal and interest or just principal. TM English stated that he had run this by the Town Attorney and the Town Attorney's interpretation was reimbursement was on principal and interest payments would decrease each year. Robert Roudebush commented that the total cost was near \$2 million. TM English stated that to do most of the priority roads, it would cost \$2 million, but the Board had decided on \$1 million. TM English wanted to give the Board the total cost, but where they draw the line is up to them with anything being an improvement. Rick Ladd asked about the priority rating and TM English stated that Jim Steele of North Country Council, who did the traffic studies, would be better at explaining how they got their ratings. Chairman Fortier asked TM English if after a 10-year period, there would only be maintenance on the paved roads. TM English stated that by getting the basic roads in good condition, it is just a matter of sealing to keep the weather out. Chairman Fortier asked TM English if this 10-year plan would be presented to the Budget Committee and TM English responded that it would.

- **End of Year Transfer and Carry Overs:** AA Lacaillade presented to the Board a copy of the end-of-year budget transfers, with a tie-in to the carry-over authorizations. She then discussed the individual transfers and carryover authorizations with the Board. Robert Roudebush made the motion to accept the 2014 end-of-year budget transfers and carryover authorizations; seconded by Lynn Wheeler and carried unanimously.

Commission/Committee Reports: None

Correspondence: Chairman Fortier stated that the Board had received a thank-you note from AA Lacaillade. He also thanked Lynn Wheeler and Tom Friel for their help with the employee get-together on December 18, 2014.

Comments of the Public: Darwin Clogston had a question about the purchase of a new one-ton highway truck. He asked about the hiring of a truck to help out with the highway work and TM English stated that the hiring was for a one-ton truck similar to the one that the Highway Department has now to do the smaller roads. Mr. Clogston was wondering why the Town wouldn't keep the old one-ton to do the smaller jobs instead of hiring it out. TM English stated that it would be more expensive to keep the old truck because of the repair work that is required to keep it going.

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

Comments of Selectboard Members: None

Adjourn Meeting: Robert Roudebush made a motion to adjourn; seconded by Rick Ladd and all approved. Chairman Fortier adjourned at 7:35 pm.

Minutes transcribed by Karen Hyde