

**Town of Haverhill  
Select Board Meeting  
MINUTES  
Monday, August 1, 2022, at 6:00 PM  
R. E. Clifford Memorial Building  
65 South Court St.  
Woodsville, NH 03785  
Or on ZOOM**

**CALL TO ORDER:** Chair Fred Garofalo called the meeting to order at 6:02 PM.

**Select Board Attendance:** Kevin Knapp (Here), Katie Williams (Here), Mike Graham (Here), Vice Chair Steve Robbins (Here), Chair Fred Garofalo (Here). A quorum was met.

**Town Employees Present:**

**Town Manager (TM):** Brigitte Codling  
**Assistant Town Manager (ATM):** Jennifer Boucher

**Members of the Public Present**

***In Person:***

Margo and Joe Longacre  
Ed Ballam  
Dawn Lavoie  
Howard Hatch  
Vickie Wyman  
Regis Roy  
Carolyn Hofman

***Online:***

Joanne Young  
Mike Bonanno  
Alex Nuti-de Biasi (*Journal Opinion*)  
Melinda Boutin  
Tom Mangels  
Evelyn Elms  
Robert Maccini  
Guy Mitchell  
Dorothy Long  
Paul Hayes (*Caledonian Record*)  
Doreen Morris  
Martha Cunningham  
Jacob Cochran

**PLEDGE OF ALLEGIANCE**

## **AGENDA APPROVAL**

**MOTION #1:** Williams made the motion and Chair Garofalo seconded the motion to approve the Agenda as written.

**Voice Vote:** All approved, none opposed, none abstained. The motion passed unanimously.

## **CONSENT AGENDA**

### **Approve minutes of the previous meetings:**

Chair Garofalo stated that the Board consensus was to insert corrections and re-review the Minutes at the next meeting.

Corrections, as follows:

- William stated the following: p. 3, Motion #4, add “the appointment of;” p. 4, paragraph 2, add “will;” and p. 4, paragraph 4, change “Kevin” to “Kimberly.”
- Graham asked to re-transcribe under Scheduled Public Appearances, paragraph 1, Lynn Graham. [See Addendum on page 8, 9.]

**SCHEDULED PUBLIC APPEARANCES:** None

**TOWN EMPLOYEE APPEARANCES:** None

**PUBLIC WANTING TO ADDRESS THE BOARD:** None

**PENDING (OLD) BUSINESS:** None

## **NEW BUSINESS**

### **Tax Collector Audit and Warrants**

Chair Garofalo stated that the warrants are being signed. TM Codling noted that the office audit report is available for public viewing.

### **Dean Memorial Airport Camping Policy**

Chair Garofalo provided the first reading of the Camping Policy. TM Codling stated that the Airport Manager recommended making a policy to manage camping at the airport.

Chair Garofalo read:

Camping at the Dean Memorial Airport is a privilege offered to patrons who are actively participating in, or assisting with, aviation related functions. Camping is only allowed with explicit advanced permission by the Airport Manager and allowed at the convenience of the Town. The Town reserves the right to disallow camping for any reason. It is expected that all permitted campers follow the provisions outlined herein.

1. A primary and secondary point of contact for each group shall be registered with the Airport Manager, and explicit permission given, prior to the group arriving at the airport.
2. Permission shall be for a designated time-period and for an agreed upon number of campers, which shall not be exceeded without permission by the Airport Manager.
3. The primary point of contact shall be responsible for all actions and activities of his/her group while at the Dean Memorial Airport grounds.
4. Camp sites shall only be established in the location(s) designated by the Airport Manager.
5. Use of electricity and/or water resources at the airport is only allowed with permission of the Airport Manager.
6. Campers are expected to be respectful of residents who live near the airport.
7. Quiet hours will commence at 9:00 PM and run through 6:00 AM.
8. Campers shall not enter any hangars on-site without explicit permission of the occupant.
9. Campers shall not enter administrative buildings without explicit permission of the Airport Manager.
10. Outdoor grills and portable commercial fire pits are permitted for use on airport property.
11. On-ground fire rings or fire pits are not permitted anywhere on airport property.
12. Campers must clean up after themselves and take trash & recycling with them.
13. Pets are allowed but must remain leashed and owners must clean up after their pets.
14. Campers who are not performing flight operations must stay clear of the runway, taxiway, and fuel area.
15. Campers who are found to be in violation of any provision herein may be directed to leave the airport.

NOTE: The Airport Manager shall provide the name and contact information of the primary & secondary points of contact to the Haverhill Police Department as well as the date range and a head count for the group that will be camping at the airport.

Chair Garofalo asked for discussion or comments.

- Howard Hatch commented that there should be a fee for camping. Hatch continued that the airport is looking very nice. The Board agreed that some income should be generated. Knapp asked about liability, and TM Codling noted that the Town has layers of liability insurance, including event insurance for Airport Awareness Day and the paragliders event. The Board discussed the costs related to the events. Vice Chair Robbins suggested \$15/night cost for camping. Williams suggested \$15 for tents and \$25 for campers. Graham asked about the types of camping, and TM Codling replied that tents and campers are allowed. Hatch suggested an operational fee for the club. TM Codling suggested a fee scale for the number of campers. Knapp suggested \$200 to \$300 with the cost of the port-a-potty.
- Graham asked about the paragliders, and TM Codling replied that the group is the White Mtn. Skyriders and other groups who spend two to three nights.
- Vice Chair Robbins noted that for the Airport Awareness Day, there should be no charge for the pilots to camp at the airport.
- TM Codling noted that these additions will be included, and the Policy will be back for a second reading.

**TOWN MANAGER’S REPORT:** None

**ASSISTANT TOWN MANAGER’S REPORT:**

**SB401**

ATM Boucher announced that the governor signed the bill on July 22 allocating the state surplus for highway and bridge funding and funding the grant program for dash and body cameras. The Town has been allocated \$40148,580.03 for highways and \$99,241 for bridges.

**DRA Visit**

ATM Boucher stated that the DRA was in the Town offices on Tuesday held two minicourses – Current Use and Timber and Estimation.

**Academy of Fixed Governance**

ATM Boucher announced classes on Wednesday nights in September and October from 5:00 PM to 7:00 PM over Zoom. See the NHMA website for details.

**Planning Board**

ATM Boucher noted that the Planning Board has planned a Thursday, September 15 at the Clifford Memorial Building at 7:00 PM meeting for the Community Survey results presentation. The next Planning Board meeting is Tuesday, August 23.

**COMMISSION AND COMMITTEE REPORTS:**

**Chair Garofalo (Conservation Commission):** Chair Garofalo reported that at the next meeting Jim Kinder will visit the Commission to discuss improvements in Kinder Forest.

**Kevin Knapp (Planning Board):** Knapp noted that ATM Boucher reported on the Planning Board.

**Steve Robbins (Parks & Recreation Commission):** Vice Chair Robbins reported that there is an upcoming meeting on Wednesday.

**Michael Graham (Airport Zoning Commission):** Graham had no report.

**Katie Williams (Zoning Board):** Williams noted that the Zoning Board has not met.

**MOTION #2:** Graham made the motion and Williams seconded the motion to officially discharge the Fire Committee.

- TM Codling noted that the Fire Committee was formed to help with the development of the new Town fire department.
- Vice Chair Robbins talked about the original Fire Department Committee and asked if there is still a place for that.
- ATM Boucher and TM Codling noted that a public safety committee would include police, emergency command, and fire.

- Ed Ballam commented that in 2012 there was funding committee for the fire department. Ballam noted that we still do not have one fire department, which is what the voters wanted.
- TM Codling explained how the Town Fire Department has a whole new management and budgeting structure, and the voters decide on the warrants and the budget.
- Graham asked about the Parks & Recreation Commission, and TM Codling replied that the Commission acts as an advisory group for the Parks & Recreation Department. Graham asked about the Airport Zoning Commission. Discussion continued.
- Vice Chair Robbins noted that an advisory commission for the fire department could provide expertise and guidance from the public, especially if there is a large purchase, such as a fire truck. Discussion continued.

**Graham withdrew the motion; Williams withdrew the second.**

### **Veterans' Credits**

ATM Boucher reported that she has two more veterans who provided additional information and now qualify for tax credits. Graham commented on complaints by residents who did not receive the appropriate paperwork by mail and were not granted benefits as a result. Graham encouraged the Administration to update mail addresses. Discussion continued.

**MOTION #3:** Williams made the motion and Graham seconded the motion to accept Veterans' Credits for the two individuals provided by ATM Boucher.

- ATM Boucher commented that the Administration's files are more complete, and the next round of qualifications in 5 years will be simpler. ATM Boucher noted that for next year a letter is sent for the applicant to sign confirming that nothing has changed.

**Voice Vote:** All approved, none opposed, none abstained. The motion passed unanimously.

### **No. Haverhill Commissioners Meeting**

TM Codling and Knapp attended the Commissioners' meeting and discussed the No. Haverhill crosswalk project. The Commissioners asked to have the sidewalks extended north and south. TM Codling stated there is more to come.

### **Legacy Projects**

TM Codling reported that at the next meeting, she wishes to provide to the Board a list of projects that were approved by previous Boards and may need reapproval.

### **CORRESPONDENCE:**

#### **DRA Disallowance of Article 27 and 28 Hearing**

Chair Garofalo read the Memorandum from the DRA relating the Town of Haverhill's and Woodsville's request for funds.

State of New Hampshire  
Department of Revenue Administration  
**MUNICIPAL PROPERTY DIVISION MOTION TO STRIKE**

The NH Department of Revenue Administration Municipal and Property Division, hereby moves to strike the written submission made by the Petitioner, Woodsville Fire District on July 27, 2022.

The submission, consisting of a letter to the hearing officer, an updated “Witness List” and Exhibit 19 which is 93 pages of handwritten and type set documents, was delivered to the Division’s counsel by first class mail on July 29, 2022, less than one business day before the hearing. No attempt was made by the counsel to the petitioner to obtain the assent of the undersigned for this late filing.

Pursuant to Revisions 204.09(f) “under no circumstances shall written submissions be accepted within three business days of the date of the hearing”.

Wherefore, the Division prays that the presiding officer enter an order striking the July 27, 2022, written submission, and in addition, that the presiding officer not hear testimony based on this submittal or consider it in making her decision.

Respectfully submitted this 19<sup>th</sup> day of July 2022.

Samuel T. Greene, Director

By his attorneys

Peter C.L. Roth

- Graham asked the meaning of the letter.
- Chair Garofalo stated that the materials arrived at the DRA too late, and the DRA filed a motion for them to be stricken from the record.
- TM Codling noted that the hearing was today (August 1, 2022). It was a closed hearing, and a decision will be available in a few weeks.

**Letter from Joe Mitchell**

Chair Garofalo read:

“I want to send a special message about the event we are doing at Alumni Hall in Haverhill to promote the Hope In Haverhill campaign. Photos have been submitted including from Haverhill high school students will be on display and there will be discussion on community resilience with food. The event is August 10 from 4:00 PM to 6:00 PM. I am hoping to put signs up at the Town Hall for community members to see.”

## **NH Charitable Foundation**

Chair Garofalo read the letter from the NH Charitable Foundation, as follows:

“Town Manager:

Everyone in the Granite State is collaborating and persevering to make New Hampshire communities places where everyone can try. [Garbled] connecting and reaching out and raising their voices and striving to make a more perfect community of celebration, care, respect, and resilience. This is a work [garbled] make sure people have health care, and showing that children are valued in their communities and are cared for. [Garbled] the planet and building hope for what is to come. This critical work goes on [garbled] civil rights, well-being, and the core tenants of democracy. We must go on for the moment and our shared future. The community can draw on our potential strength and [garbled] every person in it. That community will be healthier, happier, more prosperous, and a better place [garbled] for all. We can build that more perfect community if we all work together. In our 24th Annual Report, we tried to tell the story of New Hampshire communities doing just that. Thank you for all you do for New Hampshire communities.”

### **COMMENTS OF SELECT BOARD MEMBERS:**

**Kevin Knapp:** Knapp discussed a budget item of 48 pair of gloves at \$700. Knapp had comments from residents about road improvements, and asked Hatch if a road commission would be best to plan maintenance. Hatch discussed the 75 miles of roads that need maintenance, such as ditching and culvert repair every 5 years, and there is no formal maintenance schedule. TM Codling stated that road maintenance is her job and that of the Road Agent. TM Codling discussed the bridge inventory & culvert inventory done last year and the road inventory being completed this year, which are needed to produce a strategic plan for up-keep of the Town roads. TM Codling stated that the final report will come to the Board and a public hearing will be held. TM Codling noted that a bond may be needed to improve the infrastructure. Discussion continued relating to the road equipment.

**Vice Chair Robbins:** Vice Chair Robbins asked about 5- and 10-year plans for all the Town’s assets. Vice Chair Robbins brought up the public safety facility plans. TM Codling noted that a needs assessment needs to be done first. Discussion continued.

**Mike Graham:** Graham noted that the public safety facility has never been brought to the Board for discussion. Graham suggested public hearings on such a facility.

**Vickie Wyman:** Wyman noted that in an emergency, the residents need a place to go to shelter safely. Vice Chair Robbins noted that public safety facilities are used as command centers not public shelters. TM Codling noted that the most import aspect of a public safety facility is connectivity, radio, audio & video, as well as internet service.

**Chair Garofalo:** Garofalo noted that with changing boards, the best action is to have the Town vote on a warrant article.





L. Graham asked that Alex Nuti-de Biasi of the *Journal Opinion* listen to her discussion. L. Graham noted that if Nuti-de Biasi would be quoting [garbled] and distinguish who would be quoted. L. Graham noted that a newspaper article quoted both she and M. Graham, which stated misleading information [garbled].

L. Graham noted that she is at the meeting to address electioneering made in public by Marilyn Blaisdell [garbled] on July 5. L. Graham wished to clarify that this allegation has nothing to do with [garbled] conducted by the Department of Justice. [Garbled] ... Chief Investigator Richard Tracy contacted about this investigation and what their complaints and concerns were. According to that letter, not one person who lodged the complaint or concern including Marilyn Blaisdell cited the allegation that I would like to [garbled]. [Garbled] and did not join the meeting via Zoom, so she did not hear the allegation. L. Graham attended the meeting in person and heard the allegation and that's why I made the request [garbled]. [Garbled] very important to set the records straight [garbled] public.

At the June 5 Select Board meeting after Mr. Bjelobrk asked the Board to demand Regis' resignation, I spoke and made a few statements in support of Mrs. Roy. One of those statements was: It is my understanding that while working at the Town of Haverhill polls on March 13, 2021, Regis was outside working all day pretty much by herself. And, I said, "Isn't it possible that someone misheard, miss-saw, or formed a misperception about Regis that day." In response to my question, Marilyn stated ... in which she had heard ... and then she adamantly stated, "Regis was wearing a big button that said *Vote No* and that was electioneering." Quote, unquote. On July 7, I contacted Mr. Bernie Marvin from the *Bridge Weekly* to see if he had any photos of Regis working at the polls on March 13, 2021. Specifically, if he had any clear shots of a [garbled] button she was wearing. Mr. Marvin sent me three photos [that] he published in the *Bridge Weekly* edition. Two photos are Regis working outside, and one is of the former Town Moderator Jay Holden. [Garbled] Ed Ballam working indoors [garbled] election officials that day. The photos show that Regis, Mr. Holden, and Mr. Ballam were wearing identical buttons [garbled] that they were election officials, and their buttons read, "NH Votes Election Official."

20:56 So, ironically, this allegation that Marilyn made was the very point I was trying to make at the July 5 Select Board meeting – could someone possibly mishear, miss-state, or misperception. Three photos show that Marilyn actually did not see what she alleges she saw. And Regis most certainly did not do what Marilyn alleges she did [garbled] act of electioneering merely by wearing a big button that said *Vote No*. The allegation is 100% false and this [garbled] the truth.

I don't know how you were all raised. I was raised in the military, and I was raised to never remain silent if I could prove that someone was unjustly accused of something. And, that's why I felt it was imperative to set the record straight with the Board [garbled]. The false allegation of electioneering is a very serious matter, which should not be taken lightly. Having a false allegation made against you and your reputation [garbled]. Having it made in a public manner is worse. Having it made in your own hometown where you have devoted over 50 years of your life to community service – downright [garbled]. (Applause) 22:30