

Town of Haverhill
SELECT BOARD MEETING MINUTES
Wednesday, July 15, 2024, 6:00 p.m.
Robert E. Clifford Memorial Building

Zoom link to the recording:

<https://us06web.zoom.us/rec/share/SUtWRJWig1yxtC0BovNLwflqrguisXnyPShMznqXXZrZBErXw42x1toulEN8YNgL.XexXpQ30piXaVsg5?startTime=1721080703000>

Passcode: KD6w4t7?

Select Board Present:

Chair Rod O’Shana, Joe Longacre, Kevin Knapp, Ron Hurlburt, and Theresa Paige. A quorum was met.

Attendees In Person:

Darwin Clogston, Gary Hebert, Howard Hatch, Vickie Wyman, Kevin Shelton, Paul Kidder, Dick Guy, Dennis Cunningham, Carolyn Hofmann, Sylvia Holden, Lynn Graham, Thomas Mayo, Margo Longacre, Ron Willoughby, David Lackie, Tuesday Griffin, Bob Maccini, Alan Wheeler, Lynn Wheeler, Ellen Hurlburt, Dawn Lavoie, Don Kimball, Regis Roy

Attendees Online:

Leslie Ramsay, Joanne Young, Guy Mitchell, Mary Houde, Evelyn Elms, Mike Bonanno, Alex Nuti-de Biasi (Journal Opinion), Martha Cunningham, Marilyn Blaisdell, Ryan Moody, Jessica Moody, Dottie Long, Lorraine Prescott, Harv Keyes

CALL TO ORDER

Chair O’Shana called the meeting to order at 6:02 p.m.

ATTENDANCE/ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Chair O’Shana added items to the agenda regarding approving retro pay for an individual and the Parks & Rec credit card spending limit. The agenda will be taken out of order.

MOTION #1: J. Longacre moved to approve the Agenda as amended. R. Hurlburt seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

CONSENT AGENDA APPROVAL

MOTION #2: A motion was made to approve the Consent Agenda as presented. J. Longacre seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

SCHEDULED APPEARANCES

Guy Rouelle, Senior Airport Planner, DuBois & King

Guy Rouelle from DuBois & King appeared before the Board. He provided an update on projects that have been completed over the past five years and those that are scheduled by the FAA. He reviewed the issues with the airport that were identified by the Master Plan and how they have been addressed. They are working closely with Dennis Cunningham on critical issues.

Mr. Rouelle explained there is a parcel of land on the south end of the airfield they would like to acquire and he believes the FAA will fund this. They will apply for a grant that covers the entire property cost and 95% of their work on this. He explained the FAA has a program to fund the design work to reconstruct the runway in 2025. He asked to meet with the Board to discuss what this means from a financial perspective. Chair O'Shana agreed they will find a date for this meeting that members of the Airport Zoning Committee could also attend.

NEW BUSINESS

Appoint Jessica Young as Tax Assistant

MOTION #3: J. Longacre moved to appoint Jessica Young as Tax Assistant. T. Paige seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

Parks & Rec Credit Card Spending Limit

Chair O'Shana explained the payment cycle for the credit card does not coordinate with the summer program. This increase will allow Recreation Director Sherri Sargent to pay summer program expenses without having to use her personal credit card.

MOTION #4: R. O'Shana moved to raise the spending limit on the Parks & Rec credit card to \$500/month. R. Hurlburt seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

Contract Award for Heating Fuel

Head of Maintenance Jim McKinnon obtained quotes for propane and fuel oil, the lowest of which was from Dead River Company.

MOTION #5: R. Hurlburt moved to approve awarding the heating fuel contract to Dead River Company. J. Longacre seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

Ellen Hurlburt - Representation on the Ammonoosuc Local River Management Advisory Council (LAC)

Ellen Hurlburt has applied to represent Haverhill on the Ammonoosuc Local River Management Advisory Council.

MOTION #6: R. O'Shana moved to approve Ellen Hurlburt as a nominee to the Ammonoosuc Local River Management Advisory Council. J. Longacre seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – abstain. The motion carried 4-0-1.

Hidden Drive Sign North of Benedicts Way

Chair O'Shana reported a hidden drive sign north of Benedicts Way has already been installed.

Employee Retro Pay

Chair O'Shana noted an employee is due \$77.28 in back pay.

MOTION #7: R. O'Shana moved to pay \$77.28 of back pay. J. Longacre seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

SELECTBOARD COMMENTS

Chair O'Shana said a meeting between Haverhill and the Woodsville Road Committee will follow the Selectboard meeting tonight.

Chair O'Shana reported Greg Colby is on track to have the documentation prepared for the 2022 audit.

ADJOURN MEETING

MOTION #8: A motion was made to adjourn the meeting. R. Hurlburt seconded the motion.

Voice Vote: A roll call vote was taken. O'Shana – aye, Knapp – aye, Paige – aye, Longacre – aye, Hurlburt – aye. The motion carried unanimously.

The meeting was adjourned at 6:21 p.m.

Respectfully submitted,
Beth Haggeli