

**Town of Haverhill**  
**SELECTBOARD MEETING MINUTES**  
**Tuesday, January 16, 2024, 6:00 p.m.**  
**Robert E. Clifford Memorial Building**

**Select Board Present:**

Chair Phil Blanchard; members Rod O’Shana, Joe Longacre, and Carolyn Hofmann (via Zoom).  
A quorum was met.

**Select Board Absent:**

Kevin Knapp

**Town Employees Present:**

Brigitte Codling, Town Manager  
Jennifer Boucher, Assistant Town Manager

**Members of the Public Present:**

Melissa Gould  
Dottie Long  
Howard Hatch

**CALL TO ORDER**

P. Blanchard called the meeting to order at 6:01 p.m.

**ATTENDANCE/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL**

Chair Blanchard announced that due to the weather, the Public Hearing on the proposed ordinances and modification of ordinances under New Business have been removed from the agenda. The Public Hearing is rescheduled to January 22, 2024, at 6:00 p.m.

**MOTION #1:** J. Longacre moved to approve the changes to the Agenda. R. O'Shana seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

## **CONSENT AGENDA**

**MOTION #2:** J. Longacre moved to approve the Consent Agenda as presented. R. O'Shana seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

## **APPROVAL OF MINUTES**

### **January 2, 2024, Meeting Minutes**

**MOTION #3:** J. Longacre moved to approve the January 2, 2024, meeting minutes as presented. R. O'Shana seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

### **January 2, 2024, Non-Public Meeting Minutes**

**MOTION #4:** P. Blanchard moved to approve the January 2, 2024, non-public meeting minutes as presented. R. O'Shana seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

## **NEW BUSINESS**

### **Fair School Resolution Discussion**

There was no one from the School to present this topic, so it was tabled. Ms. Codling will invite them to the next meeting.

## **OLD BUSINESS**

### **Ambulance Contract**

Chair Blanchard said he believes things are going well. They seem to be gaining staff, new equipment is coming, and training is ongoing. J. Longacre said the contract is needed, although he hates to see an 18% increase. B. Codling said they incorporated a number of the requests the Board made last year into this contract, which was appreciated. Chair Blanchard noted some of the costs can't be controlled. B. Codling stated the town has been working with Renzo since he took over on grants and they have seen improved communication, she said he's doing a great job.

**MOTION #5:** P. Blanchard moved to approve the Woodsville Fire District's ambulance contract. J. Longacre seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

## **SCHEDULED APPEARANCES**

### **Matthew Bjelobrk, Follow-Up Regarding Conduct**

Matthew Bjelobrk was not present at the meeting.

## **TOWN MANAGER/ASSISTANT TOWN MANAGER REPORT**

Chair Blanchard asked the Town Manager and Assistant Town Manager to give their reports directly to the Select Board. He prefers that they use their time on other job duties and stated he has asked them to forgo drafting their reports.

## **COMMISSION/COMMITTEE EX-OFFICIO REPORTS**

### **Carolyn Hofmann – Conservation Commission**

C. Hofmann said the commission was currently meeting and she had no updates.

### **Kevin Knapp – Planning Board**

K. Knapp was not present to provide a report.

### **Joe Longacre – Parks & Recreation Commission**

J. Longacre reported the Rec Commission met on January 3, 2024, and shared information on past and future events.

### **Rod O'Shana – Airport Zoning Commission**

R. O'Shana said the meeting was canceled. The next meeting has been postponed to February 21 or 28, 2024.

### **Phil Blanchard – Zoning Board**

Chair Blanchard reported the Zoning Board has not met.

### **Phil Blanchard – Public Safety Facility Planning Committee**

Chair Blanchard reported the Public Safety Facility Planning Committee has not met.

## **CORRESPONDENCE**

There was no correspondence.

## **PUBLIC WANTING TO ADDRESS THE SELECT BOARD REGARDING ITEMS ON THE AGENDA**

Howard Hatch asked if the Town Manager's report would be available online. Chair Blanchard said it is up to her. He reiterated compiling the reports is time-consuming and he would rather see them spending their time on other duties. H. Hatch suggested if there are important changes, perhaps they could be shared in the Select Board meeting and Chair Blanchard agreed.

### **SELECT BOARD SHOUT OUT**

J. Longacre noted the amount of work the Highway Department has done recently and thanked the Department for their efforts. B. Codling described the damage the Town has experienced from the recent storms and noted the road crews are doing an incredible job under the leadership of Michael Young, Road Agent.

### **SELECT BOARD FINAL COMMENTS**

J. Longacre said Tuesday is Primary Day.

### **NON-PUBLIC SESSION**

**MOTION #6:** P. Blanchard moved to close the public portion of the Select Board meeting and enter a non-public session per RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. J. Longacre seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

The meeting room was closed at 6:16 p.m.

The meeting room was reopened at 7:57 p.m.

### **RETURN TO PUBLIC SESSION**

**MOTION #7:** P. Blanchard moved to seal the minutes. R. O'Shana seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.

### **ADJOURN MEETING**

**MOTION #8:** P. Blanchard moved to adjourn the meeting at 8:00 p.m. R. O'Shana seconded the motion.

**Voice Vote:** A roll call vote was taken. O'Shana – aye, Hofmann – aye, Blanchard – aye, Longacre – aye. The motion passed unanimously.