

Town of Haverhill
SELECT BOARD MEETING MINUTES
Monday, December 4, 2023, at 5:00 PM
James R. Morrill Building

CALL TO ORDER

Chair Blanchard called the meeting to order at 5:00 p.m.

Select Board Attendance:

Chair Phil Blanchard; Vice Chair Joe Longacre; members Rod O’Shana and Kevin Knapp. Carolyn Hofmann was present via Zoom. A quorum was met.

Town Employees Present:

Brigitte Codling, Town Manager
Jennifer Boucher, Assistant Town Manager

Members of the Public Present

In Person:

Margo Longacre
Dawn Lavoie

ATTENDANCE/ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Chair Blanchard added an item to the Consent agenda.

MOTION #1: R. O'Shana moved to accept the Agenda with the addition of the bank letter. C. Hofmann seconded the motion.

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

CONSENT AGENDA

MOTION #2: R. O'Shana moved to sign the bank letter. J. Longacre seconded the motion.

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

Chair Blanchard read a letter allowing the Town Manager, Assistant Town Manager, and Tax Collector to access the Town savings and checking accounts at the Woodsville Guaranty Savings Bank.

K. Knapp asked what the Treasurer says about this. Chair Blanchard noted the Treasurer shouldn't have complete control over these accounts. J. Boucher explained the situation that led to the need for this permission. They are not permitted to discuss details of deposits they make, as they do not have the appropriate permissions. She noted this wasn't an issue in the past, as the Town's contact at the bank also served as the Town Treasurer and Deputy Treasurer. The bank requested this letter to be able to share information with these individuals as necessary.

MOTION #3: P. Blanchard moved that the Select Board sign the letter to the bank allowing the Town Manager, Assistant Town Manager, and Tax Collector to access the Town savings and checking accounts. J. Longacre seconded the motion.

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

APPROVAL OF MINUTES

November 20, 2023, Select Board Meeting Minutes

C. Hofmann noted the misspelling of her name in two locations.

On page 6, in the first paragraph under "Public Wanting to Address the Select Board," change "conduce" to "conduct."

The Board discussed whether Mr. Bjelobrk's statements should be italicized. K. Knapp said he felt that how the statements were presented could be misleading. The Board discussed the accuracy of the statements that were made.

MOTION #4: J. Longacre moved to approve the November 20, 2023, Select Board Meeting Minutes as amended. P. Blanchard seconded the motion.

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

NON-PUBLIC SESSION

MOTION #5: K. Knapp moved to close the public portion of the Select Board meeting and enter a non-public session per RSA 91-A:3, II(1) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present. R. O'Shana seconded the motion.

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

The meeting room was closed at 5:15 p.m.

The meeting room was reopened at 5:48 p.m.

RETURN TO PUBLIC SESSION

UPDATE ON BUDGET

B. Codling gave the Board members a copy of the draft budget and the presentation that was given to the Advisory Budget Committee (ABC). She told the ABC there will be additions to the draft budget, including the Brushwood paving project, the Public Safety Facility, the highway garage design, and the match money for the SS4A (Safe Streets and Roads for All) grant. She will send the Board a new copy of the budget, once this information is included.

C. Hofmann asked if the Zoom meeting hyperlink provided is the same for all of the budget meetings. B. Codling said the link was just for the next meeting and she will send invites for each meeting, which will include the Zoom link.

ADJOURN MEETING

MOTION #6: R. O'Shana made a motion to adjourn the meeting at 5:53 p.m. P. Blanchard seconded the motion.

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

Zoom Recording:

<https://us06web.zoom.us/j/85497101446?pwd=UHQ5VndvLzg1ZzYvVTE1bVQxWmVjdz09>

Passcode: %r7eeR3E