

Town of Haverhill
SELECTBOARD MEETING MINUTES
Monday, March 11, 2024, 6:00 p.m.
Robert E. Clifford Memorial Building

Select Board Present:

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

Town Employees Present:

Brigitte Codling, Town Manager
Jennifer Boucher, Assistant Town Manager

Members of the Public Present:

Theresa Paige	Regis Roy
Tuesday Griffin	Frank Hofmann
Truman Sloan	Dottie Long
Darwin Clogston	Marilyn Vigneault
Margo Longacre	Dustin Vigneault
Dawn Lavoie	Matthew Bjelobrk
Lynn Graham	
Melissa Gould	

CALL TO ORDER

Chair Blanchard called the meeting to order at 6:00 p.m.

ATTENDANCE/ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Chair Blanchard noted there is an employee appearance scheduled to swear in Marilyn Vigneault.

MOTION #1: C. Hofmann moved to approve the Agenda as amended. K. Knapp seconded the motion.

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

CONSENT AGENDA

MOTION #2: K. Knapp moved to approve the Consent Agenda as written. J. Longacre seconded the motion.

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

APPROVAL OF MINUTES

February 26, 2024, Select Board Meeting

MOTION #3: J. Longacre moved to approve the February 26, 2024, minutes of the Select Board meeting as written. C. Hofmann seconded the motion.

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

February 26, 2024, Select Board Non-Public Meeting

MOTION #4: C. Hofmann moved to approve the February 26, 2024, minutes of the Select board non-public meeting as written. R. O'Shana seconded the motion.

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

EMPLOYEE APPEARANCE

Chair Blanchard swore in Marilyn Vigneault as the new Town Tax Collector.

NEW BUSINESS

Special Event Fee Waiver Request - Court Street Arts for Commons

MOTION #5: P. Blanchard moved to waive the fee for Court Street Arts to use the Commons. C. Hofmann seconded the motion.

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

Consideration of Assessing Applications

B. Codling explained the DRA reported the Town's equalization ratio is at 58 percent, which is very low and causing problems with the valuation of commercial properties. It needs to be brought closer to 100% so everyone is being taxed equally, and residential properties are not absorbing the abatements of commercial properties, which is why the Select Board voted to go through a townwide reevaluation early. This will begin in April.

Select Board Coverage on Tuesday Voting Day

The Board discussed which Board members will be present at Voting Day.

Planning for Town Meeting Day

The Board discussed which Board members will be present at Town Meeting Day and the schedule for the day.

OLD BUSINESS

Update on SB 448 Senate Work Sessions

B. Codling provided an update on the recent work session in Concord regarding SB 448. The Senator has asked Woodsville Fire District and the Town of Haverhill to submit their final edits to the bill. The Senators will then add their input and it will be sent to the Senate Floor.

Update on WFD Fire & Highway Consolidation Discussions

Chair Blanchard has set up more meetings for the District to meet with the Select Board.

TOWN MANAGER / ASSISTANT TOWN MANAGER REPORT

There was no report from the Town Manager or Assistant Town Manager, due to their busy schedules.

COMMISSION / COMMITTEE EX-OFFICIO REPORTS:

Carolyn Hoffman – Conservation Commission

C. Hofmann reported there were updates on tree removal at the Armory. She noted they are scheduling a Connecticut River Hydro Dam education event in May.

Kevin Knapp – Planning Board

K. Knapp reported the Planning Board has approved the Master Plan and it should be printed before Town Meeting day.

Joe Longacre – Parks & Recreation Commission

J. Longacre said a lot of kids are participating in the Open Night on Fridays. He reported on the Easter Egg drop and the Safe Sitters Essentials class. He noted Mona Sanville is resigning. They will hold a Meet and Greet for additional Commission members, mainly seeking chaperones for Teen Night.

Rod O'Shana – Airport Zoning Commission

R. O'Shana reported Matt Bjelobrk has been selected as the vice chair. They are working on Airport Awareness Day.

Phil Blanchard – Zoning Board

P. Blanchard reported the Zoning Board has not met.

Phil Blanchard – Public Safety Facility Planning Committee

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

CORRESPONDENCE

Chair Blanchard read the recommended approvals from the Assessor into the record.

MOTION #6: R. O’Shana moved to approve the Veterans Tax Credit Application for tax year 2024 (Map 418025). C. Hofmann seconded the motion.

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

MOTION #7: J. Longacre moved to approve the Disabled Exemption Application for tax year 2024 (Map 401 Lot 70). K. Knapp seconded the motion.

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

MOTION #8: J. Longacre moved to approve the Current Use Assessment Application for 14.35 acres (Map 422074000). C. Hofmann seconded the motion.

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

MOTION #9: J. Longacre moved to deny the Elderly Exemption Application for tax year 2024 (Map 413 Lot 20). C. Hofmann seconded the motion.

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

MOTION #10: P. Blanchard moved to deny the Elderly Exemption Application for tax year 2024 (Map 42 Lot 38). J. Longacre seconded the motion.

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

MOTION #11: P. Blanchard moved that for Map 41-10-78, the assessed value be reduced from \$31,700 to \$24,200, and for Map 41083, the assessed value be reduced from \$161,300 to 154,000. R. O’Shana seconded the motion.

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

Department of Energy Letter

Chair Blanchard reported the proposed energy project has been terminated.

Haverhill Corner Letter

Chair Blanchard read a letter from the precinct at Haverhill Corner regarding funds from the Mildred Paige Trust to replace windows and doors at the Haverhill Corner Fire Department building.

Cottage Hospital Letter

Chair Blanchard read a letter thanking the Board for the 2023 donation of \$25,000.

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

There were no members of the public wishing to address the Board.

SELECT BOARD MEMBER FINAL COMMENTS

Chair Blanchard extended his appreciation to C. Hofmann and R. O'Shana for filling seats.

J. Longacre said there are complaints that the Select Board agenda is not being circulated in a timely manner. He asked if it could be distributed earlier. Chair Blanchard they will try and post the agenda on the Monday before the Thursday meeting.

NON-PUBLIC MEETING

The Board entered non-public session per RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.. P. Blanchard seconded the motion; and (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.

The Board returned to public meeting.

The meeting was adjourned.

Respectfully submitted,
Beth Hanggeli