

TOWN OF HAVERHILL SELECTBOARD MEETING MINUTES
Monday January 6, 2020 6:00 P.M.

Board Members Present: Chairman Clogston, Tom Friel, Howard Hatch, Matt Bjelobrk, and Fred Garofalo.

Members of the Public Present: Jeff Milroy, Mike Lavoie, Dawn Lavoie, Margo Longacre, Liz Bayne, Doug Dutile, Barb Warren, Mary Partridge.

Town Manager: Brigitte Codling

Finance Officer: Jennifer Boucher

Police Chief: Brandon Alling

Welfare Administrator: Amanda Murtaugh

Police Department Office Administrator: Lorie Aldrich

Call Meeting to Order: Chairman Clogston called the meeting to order at 6:00 PM

Pledge of Allegiance

Agenda Approval: Darwin made a motion to add the Haverhill Corner Mildred page trust request to the agenda under new business. Tom seconded the motion and it passed unanimously.

Consent Agenda:

Approve Minutes from Previous Meetings:

- **December 9, 2019 meeting:** Matt made a motion to accept the minutes for the December 9th meeting. Tom seconded the motion and it passed unanimously.
- **December 23, 2019 meeting:** Tom made a motion to accept the minutes from the December 23rd meeting. Matt seconded the motion and there were four votes for accepting them. Chairman Clogston abstained due to his absence from that meeting.
- **Sign the Manifest, Forms, and other Warrants:** Tom made a motion to accept the signed manifest, forms, and other warrants. Matt seconded the motion and it was unanimous.

Town Employee Appearances: See below

Scheduled Public Appearances:

- **Amanda Murtagh, Welfare Administrator:** Mrs. Murtaugh has worked for the Police Department since last year and will now be taking up the position of Welfare Administrator. She will be working for both departments. The Board members gave advice and wished her well.
- **Ralph Crosswell, Airport Manager (tentative):** He has asked to be moved to the next meeting and this was approved.

Public Wanting to Address the Board: None at this time.

Pending (Old) Business:

- **Court Street Arts, Mildred Page Trust Loan Assistance Request:** The Treasurer (Liz Bayne) of Court Street Arts and Haverhill Heritage Inc. is here to answer any questions the Board has regarding their loan request. Haverhill heritage pays monthly payments on the loan/line of credit they receive from the bank. Liz has been treasurer since 2011. Chairman Clogston and the treasurer spoke back and forth on the loan/line of credit that Haverhill Heritage Inc. has been given. A member of the Board of Haverhill Heritage Inc. is here to speak about what they are using the money from the Mildred Page Trust Loan for. It is her understanding that HHI has been given money for restoration and payments in the past and this is not a new concept that is coming forth. Fred asks if they charge for the events they hold and he was informed that they do but that money goes to non-profits and other pieces that are apart of putting on the event, such as heat. Fred suggests that they perhaps charge more so some of that money can go to restorations in the future. Howard has concerns on how things are stated and would like things to be stated more clearly on where the money goes and how everything is put together. The same member of the HHI board states that Mildred Page Foundation was made for these buildings. Howard clarifies that he was talking more about the loan/line of credit. More discussion took place on what the loan/line of credit was and where the funds were going. Tom asked if they could look at the financial statements of HHI for the last two year to settle any disputes. Chairman Clogston says the Mildred Page Foundation Memorandum of Understanding needs to be reviewed. Howard makes a motion to grant 3000 to HHI. Matt seconded the motion and it passed unanimously.
- **Response to S. Wheeler's Concern raised at 12-23-19 SB Mtg:** There was concern raised at the last meeting about the Airport Manager. Chairman Clogston read a statement prepared by the Town Manager regarding the Airport Manager's role with regards to the Airport Commission. Matt reiterated that the Airport Manager is chairing the commission only until a commission member steps up to chair. The Airport Manager is not a resident of Haverhill and is not a voting member of the commission.
- **Public Service of New Hampshire Settlement Agreement:** PSNH has accepted the offer. There has been dispute on how to value utilities over the years. PSNH filed an abatement back in 2014 Finance Officer Jennifer explained some of the details of everything that had been going on in the State and in the Courts to deal with this issue. PSNH has sued multiple towns for this problem. Things are still being dealt with in Superior Court from 2018. A town member asked what BTLA was. It is the Board of Tax and Land Appeals. The board decided to postpone this until next meeting because the Board needs more information.

New Business:

- **Accept Resignation of the Town's Transcriptionist:** Matt made a motion. Tom seconded the motion and it passed unanimously. Chairman Clogston stated that "it is with regret, she did a phenomenal job".
- **Appointment of Emergency Management Director (EMD):** No one has yet to step up and confirm they want to take on the role and are qualified to serve as Emergency Management Director. TM Codling is currently the acting EDM. Mike Bonanno has offered to serve in a temporary capacity if he is needed, as they transition to another one. Matt made a motion to appoint TM Codling as the EMD. Howard seconded the motion and it passed unanimously.

- **2020 Budgeting Schedule Review:** TM Codling and FO Jennifer reviewed the state budget preparation schedule when establishing this year's budget schedule. The Board asked some clarifying questions about the dates. The Board decided to hold a budget work session on Wednesday February 12, 2020 from 6-7 PM followed by the formal Budget Hearing on that same night from 7-8 PM.
- **2020 Select Board Meeting Schedule Review:** All Selectboard member were fine with the schedule.
- **Review and Sign the Child Care Inspection Report:** TM Codling performed a daycare inspection, a task normally performed by the Health Officer. TM Codling informed the Board that she heard back from an individual who has voiced interest in the position of Health Officer. She will be meeting with this individual soon and will bring information back to the Board in the near future.
- **Haverhill Corner Mildred page trust request:** The Haverhill Corner Precinct submitted a request for funds from the Mildred Page Trust Fund to help fix the Fire Department roof. The precinct building sometimes acts as a shelter and houses the emergency vehicles for Haverhill Corner. Haverhill Corner precinct is looking at \$25,032.00 for the total job. They have \$8,344.00 set aside from the past year. They are requesting as much money as they can receive because they do not know how much money is available. Matt made a motion to disperse to the Haverhill Corner Precinct everything left in the fund minus \$500. Tom seconded the motion. There was further discussion on where the Money was going and where HHI now stood. The Board explained that the money went to first come first serve. So HHI still gets the money they just requested. The precinct is requesting money from 2020 as well. HHI is asking what to expect since they don't know will come up for them in 2020. The Board will continue as if the precinct hadn't made the 2020 request until they make a formal request for money in the 2020 year. The motions were rescinded. Matt made a motion to give the fire department what money is left in the trust fund minus from 2020 and keep dispersing them money from 2020 until their need of \$16,688.00 is satisfied. Tom seconded that motion and it passed unanimously.

Town Manager's Report/Comments: See attached report. Chairman Clogston commented on the situation regarding released convicts finding rides in town from the Jail directly after release and how serious it truly is. Fred asked if we already needed to supply more salt to the highway and TM Codling explained that we did because of how much freezing rain and ice has been coming down.

Finance Officer's Report/Comments: FO Jennifer reports that the Town has made the final payment to Department of Environmental Services for the sewer loan and paid off of the tan. Lester's truck was also officially paid off.

Commission/Committee Reports:

- **Rec Committee:** They talked about new events that had been coming up. They decided to hold off on looking at a schedule due to their venue being booked. Different issues were addressed such as children's allergies. They also talked about events that had already happened and they talked a little bit out financial statements being given out. TM Codling says they Sherri can give out a summary if she would like.

Correspondence:

- **NHDOT Bureau of Aeronautics- Safety Inspection Report:** TM Codling covered a bit of it in her report.

- **NHDOT Bureau of Aeronautics- Airport Registration Certificate:** Chairman Clogston read the correspondence and gave his congratulations.
- **Haverhill Candidates Platform – Two Forums Planned:** January 29, 2020 at the Clifford Memorial Building from 6-8 PM and February 29, 2020 at the James Morrill Building from 2-4 PM. The platforms will be held for Candidates for the Haverhill Town Offices to answer voter questions.

Woodsville Rescue Rate Change Letter: Chairman Clogston read the correspondence. The Woodsville Rescue believes the rate should be raised. TM Codling emailed the individual who sent the letter. She thought it was appropriate for them to present the Board with a written agreement for the Board to consider before they asked the Town to add a number into the budget. Woodsville rescue is looking for \$18,000 dollars more. Things right now are being done backwards. They are requesting the money before they have given the Board an agreement. TM Codling has not heard back yet.

Comments of Select Board Members: Chairman Clogston made a comment that the Woodsville Commissioners would like time to speak with the Board about the Highway Funding Memorandum of Understanding. The Board is meeting with them Wednesday and Thursday afternoons regarding the Highway Department merger, so it was decided they could speak at the beginning of Weds meeting.

Non-Public Session (if necessary):

- **RSA 91-A:3, (II)(e)**

The public meeting was entered Non-Public Session at 7:53 PM and reconvened to public session at 8:37 PM.

Return from Non-Public:

The Board entered public session and Matt made a motion to have the Town's lawyer draft two separate letters, to be addressed to the Woodsville Precinct aka Woodsville Fire District aka Woodsville Village District and delivered to the Woodsville Precinct Commission Chair Paul Kidder by the Grafton County Sheriff's Department. Tom seconded the motion and it passed unanimously.

Adjourn Meeting: The public meeting adjourned at 8:44 PM

Minutes Provided by Alexis Collins