

**Town of Haverhill**  
**Select Board Organizational Meeting**  
**MINUTES**  
**Monday, March 14, 2022, at 6:00 PM**  
**R. E. Clifford Memorial Building**  
**65 South Court St.**  
**Woodsville, NH 03785**  
**Or on ZOOM**

**Call to Order:** Fred Garofalo called the meeting to order at 6:00 PM.

**Select Board Attendance:** Mike Graham (Here; online), Katie Williams (Here), Steve Robbins (Present), Kevin Knapp (Here), Fred Garofalo (Here). A quorum was met.

**Town Employees Present:**

**Town Manager (TM):** Brigitte Codling  
**Assistant Town Manager (ATM):** Jennifer Boucher  
**Minutes Clerk:** Joanna Bligh

**Members of the Public Present:**

***In Person***

Dick Guy	Lorraine Prescott
Steve Wheeler	Darwin Clogston
Chris Cadaret	Paul Fortier
Howard Hatch	Dawn Lavoie
Paul Kidder	Mike Lavoie
Joe and Margo Longacre	Bob Long
Regis Roy	Randy Subjeck
Kevin Shelton	Erin Atkinson
Marilyn Blaisdell	Thomas Mayo

***Online:***

Janice Scruton	Kathleen Vasconcelos
Dorothy Long	Winston Currier
Joanne Young	Mary Patridge
Paul Hayes ( <i>Caledonia Record</i> )	Karen Knapp
Mike Bonanno	Susannah Tann
Vickie Wyman	Dennis Cunningham
Alex Nuti-de Biasi ( <i>Valley News</i> )	Doreen Morris
Guy Mitchell	Christina Hebert

**AGENDA APPROVAL**

**MOTION #1:** Robbins made the motion and Garofalo seconded the motion to approve the Agenda as written.

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

## **CONSENT AGENDA**

### **Approve minutes of the previous meetings:**

**MOTION #2:** Robbins made the motion and Garofalo seconded the motion to approve the Minutes from **February 28, 2022**, as written.

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

**SCHEDULED PUBLIC APPEARANCES:** None.

**TOWN EMPLOYEE APPEARANCES:** None.

### **PUBLIC WANTING TO ADDRESS THE BOARD:**

- Regis Roy commented that she was in the Town Offices, and no one was masked. ATM Boucher responded that testing has been done for affected individuals.
- Mike Lavoie (Haverhill Corner) commented on SB2.

**PENDING OLD BUSINESS:** None.

### **NEW BUSINESS:**

#### **Appointments**

##### ***Matt Bjelobrck to the Airport Zoning Commission***

TM Codling noted that Matt Bjelobrck was formally nominated by the Airport Zoning Commission for the Select Board's approval.

**MOTION #3:** Robbins made the motion and Garofalo seconded the motion to approve the appointment of Matt Bjelobrck to the Airport Zoning Commission.

**Roll Call Vote:** Mike Graham (Aye), Katie Williams (Yes), Steve Robbins (Aye), Kevin Knapp (Aye), Fred Garofalo (Aye). The motion passed unanimously.

Garofalo stated: "Raise your right hand and repeat after me: I, Matt Bjelobrck, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent to me as the Haverhill Airport Zoning Commission member according to the best of my abilities agreeably to the rules and regulations of the Constitution and laws of the State of New Hampshire, so help me God."

Bjelobrck replied, "I do."

##### ***Howard Hatch to the Planning Board as Alternate***

Garofalo announced the appointment of Howard Hatch as an Alternate to the Planning Board. Following discussion, Hatch declined.

#### **Review of Select Board Standard Operating Procedures**

Garofalo asked members for comments or questions, There were none.

## **Review of Select Board Roles and Responsibilities**

Garofalo asked members for comments or questions, There were none.

## **Review of Town Manager and Assistant Town Manager Roles and Responsibilities**

Garofalo asked members for comments or questions, There were none.

## **Election of Officers**

### *Nominations for Chair of the Select Board*

Robbins nominated Fred Garofalo as Chair of the Select Board; Katie Williams seconded.

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

### *Nominations for Vice Chair of the Select Board*

Katie Williams nominated Steve Robbins as Vice Chair of the Select Board.

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

## **Town Manager's Comments:**

TM Codling addressed the tax rate impact following Town Meeting, which raised the tax rate to \$6.80.

TM Codling stated that two warrant articles #27 and #28 are under review at the NH Department of Revenue Administration (DRA), and payments cannot be made until DRA approval. TM Codling noted that all other warrant articles were preapproved by the DRA.

## **Assistant Town Manager's Comments:**

- ATM Boucher noted that her comments will be addressed under the Nonpublic Session.

## **COMMISSION AND COMMITTEE REPORTS:**

**Garofalo (Conservation Commission)** – Garofalo stated that the next meeting is March 15.

**Planning Board (vacant)** – ATM Boucher noted that the Planning Board is working on the Vertex Tower revised site plan review and the Master Plan update. Garofalo described the role of the Planning Board.

Kevin Knapp volunteered to be the ex officio member of the Planning Board.

**Robbins (Parks & Recreation Commission)** – Robbins noted that the Commission meets the first Wednesday of the month.

**Airport Zoning Commission (vacant)** – The Commission meets on the second Wednesday of each month.

Mike Graham volunteered to be the ex officio member of the Airport Zoning Commission.

**Zoning Board of Adjustment (vacant)** – The Zoning Board will be meeting on March 24 for a Public Hearing.

Katie Williams volunteered to be the ex officio member of the Zoning Board of Adjustment.

