

**Town of Haverhill  
Select Board  
MEETING MINUTES  
Monday, April 24, 2023, at 6:00 PM  
R. E. Clifford Memorial Building  
65 South Court St.  
Woodsville, NH 03785  
Or on ZOOM**

**CALL TO ORDER:** Chair Williams called the meeting at 6:00 PM.

**Select Board Attendance:** Phil Blanchard (Here), Joe Longacre (Here), Kevin Knapp (Here), Mike Graham (Absent), and Katie Williams (Here). A quorum was met.

**Town Employees Present:**

**Town Manager:** Brigitte Codling (Absent)

**Assistant Town Manager (ATM):** Jennifer Boucher (Present)

**Recording Clerk:** Joanna Bligh (Present)

**Members of the Public Present**

***In Person:***

Greg Mathieson

Ron Willoughby

Vickie Wyman

Dawn Lavoie

Marilyn Blaisdell

Tuesday Griffin

Lynn Graham

H. Keyes

Mike Conrad

Darwin Clogston

Justin Boulter

Matthew and Marie Bjelobrck

Don Kimball

Don and Kathleen Vaillancourt

Bill Daley

Josh Aldrich

Robert Kenney

Susie Tann

Howard Hatch

Alex Nuti-de Biasi (*Journal Opinion*)

Shawn Bigelow

Margo Longacre

***Online:***

Lorraine Prescott

Phillip James

Fred Garofalo

Tim Robie

Michelle Reagan

Mike Bonanno

Carolyn Hoffman

Desi Blanchard

Joanne Young

Evelyn Elms

Dennis Cunningham

Guy Mitchell

Gary Scruton

Tom Mangels

Regis Roy

Paul Hayes (*Caledonian Record*)

R. Newman

Ron DeRosia

Polly Bonanno

Delcia Vinnacombe

Renzo Chumbes

Doreen Morris

Robert Maccini

## **PLEDGE OF ALLEGIANCE**

### **AGENDA APPROVAL:**

**MOTION #1:** Chair Williams made the motion and Knapp seconded the motion to approve the Agenda as amended.

- Chair Williams added under New Business the Tax Exemptions and Credits from the Town's Assessor.

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

### **CONSENT AGENDA:**

**MOTION #2:** Chair Williams made the motion and Knapp seconded the motion to approve the minutes from **April 10, 2023**, as amended.

- Page 5, under Goal Setting, Vice Chair Graham, bullet 1, add "medical" before "insurance and costs."
- Page 5, under Goal Setting, Chair Williams, bullet 4, change "super" to "wastewater system."

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

### **SHOUT OUT...**

- Chair Williams praised the Spring Clean-Up event at Railroad Park on Saturday, which had 41 volunteers.
- Longacre highlighted the three Highway Department staff, Shawn Dennis, Cody Thompson, and Skip Gadwah for their hard work this spring.
- ATM Boucher commended Justin Boulter and Valerie Morse for their work to market the Homeowners' Assistant Fund.
- Howard Hatch thanked everyone for their work on Green-Up Day with roadside pickup of trash.
- Lynn Graham complimented the Woodsville Ambulance for their "phenomenal" work and the Haverhill Police Department, especially Officer Ty Brown, for their response to a medical emergency.

**SCHEDULED TOWN EMPLOYEE APPEARANCES:** None.

### **SCHEDULED PUBLIC APPEARANCES:**

**Susie Tann:** Tann addressed public participation at meetings and read the following:

"My comments pertain to public participation at meetings. The right to speak is fundamental to the principles of Select Board representation. I hope you came to tonight's meeting with an open mindset and flexible thinking to arrive at a solution that benefits all citizens and not just the SB. Hearing from the public should be an essential element to any SB discussion and paramount when you are making decisions that affect all of us. Being receptive to public opinion is critical to the security of inclusion and supports the democratic principal of, "By the people and for the people." It makes sense to know how the public feels because you are representing us.

I offer the following:

- Delete the time requirement and ask citizens to stay on topic and keep their comments to a few minutes so that others get a chance to speak.
- Do not require (but encourage) citizens to be on the Agenda.
- This allows people to respond at the time a subject is discussed making it more relevant to your decision making. When discussions are interactive and you get immediate feedback it is representation in action.
- An agenda is a management tool and should not be used to keep issues from being discussed.

Public participation should be encouraged and has numerous benefits. To name a few:

- You get ideas from various perspectives.
- Someone in attendance may offer a helpful suggestion or a critical piece of information.
- You get to know what issues are important to people and if they agree with your thinking.
- When people are heard they feel valued and get involved. Consequently, a greater number of people are positively affected.

I hope you reflect on the following questions during your discussion of this decisive matter:

- What will you gain if you restrict public input?
- If you don't allow input are you not working in a vacuum based on your own research and opinions?
- If the public does not participate during a meeting, how do we communicate our concerns or opinions?

In closing, I feel it is imperative and a SB member's obligation to hear from its citizens. A fair, ethical, and accountable local government is one that is inclusive and represents its citizens with integrity and pride. Thank you."

**Matt Bjelobrk (No. Haverhill):** Bjelobrk made general comments about "illegal acts of the Board" and funneling funds to Woodsville. Bjelobrk commented that Chair Williams and Vice Chair Graham appear to have a close relationship, which he would like disclosed.

**Greg Mathieson:** Mathieson discussed broadband companies that will be coming to service Haverhill, including NH Electric Coop. Mathieson asked to see the Hub66 contract. Mathieson discussed the airport regulation compliance related to safety violations. He expressed concern about a \$130,000 paving project grant, which he claimed was paid for from tax funds. ATM Boucher stated that the \$130,000 grant was approved by the voters, and the Town will be reimbursed.

**Ron Willoughby (Haverhill):** Willoughby stated that citizen participation is stifled even though the Select Board before the March Board changes pledged openness, but then shut the public off. Willoughby encouraged citizen participation.

## NEW BUSINESS

### Tax Exemptions and Credits

Chair Williams provided the Board with recommended Tax Exemptions and Credits from the Town's Assessor.

**MOTION #3:** Blanchard made the motion and Chair Williams seconded the motion to approve the recommendations from the Town's Assessor for Tax Exemptions and Credits, as presented.

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

## OLD BUSINESS

### Ambulance Agreement Addendum Edits by District and Related Correspondence

Chair Williams stated that the Select Board voted to move the payment date for the Ambulance Service from June 1 to July 1 and sent a letter to the Commissioners with this request, which the Commissioners denied. Blanchard noted that it is important not to have a late payment, but another letter should be sent with the same request. ATM Boucher drafted a letter for the Board's approval citing that other towns who enlist their services have a July 1 payment due date.

**MOTION #4:** Chair Williams made the motion and Blanchard seconded the motion to approve the letter to the Woodsville Commissioners and drafted by ATM Boucher, as presented.

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

## ASSISTANT TOWN MANAGER'S REPORT

ATM Boucher presented the following:

- The 2021 Audit will be reviewed by an official from the Department of Revenue Administration on May 1st and 2nd.
- Recent trainings that are available for Board members, include:
  - *Hard Road to Travel Hybrid Workshop*, available at:  
<https://www.nhmunicipal.org/event/registration-open-2023-hard-road-travel-hybrid%C2%A0workshop>

This workshop will help local officials understand some of the more complicated areas of highway law including a review of the local regulation of highways by the select board, mailbox location, driveway regulation by the planning board, defining the difference between a right-of-way, a public and private road, and determining exactly which public entity has the final say in regulating the roads within our towns.

- New Hampshire Municipal Association *Planning and Zoning Conference 2023*; Saturday, May 29; registration is available at:  
<https://www.nh.gov/osi/planning/resources/conferences/spring-2023.htm>
- *Knowing the Territory: An Overview of Selected Topics in Municipal Law for NH Local Officials (2023)* publication. To obtain a copy, contact ATM Boucher.

- The new files for the property records archives have arrived, and Mark Locke will be transitioning the files.
- ATM Boucher noted that the current bank balance will cover the school district obligations.
- The Tax Warrant will be provided to the Board at the next meeting.
- The Highway Department is working hard with grading, cold patching, and washing and painting the plows.
- The General Assistance Department announced that rental assistance has ended and from this point, the clients need to contribute to their rent.
- The Homeowners' Assistance program has paid \$150,000 in back taxes.

**COMMISSION/COMMITTEE ex officio REPORTS:**

**Chair Williams (Conservation Commission):** The Conservation Commission met on Wednesday, April 18, which was Chair Williams' first meeting. The Earth Day event was held at Railroad Park, and Chair Williams gave a Shout Out to Joe Mitchell who worked on planning the event. Joanna Bligh attended and transferred the work on the *Natural Resources Inventory* to the Conservation Commission and invited the Commissioners to the Tuesday, April 25th Planning Board meeting to discuss the Natural Resources chapter of the Master Plan.

**Knapp (Planning Board):** The next meeting is Tuesday, April 25. Knapp noted that there are two minor subdivision applications for preliminary review, three building permits, and nominations and voting for chair and vice chair are on the agenda.

**Longacre (Parks & Recreation Commission):** The Craft Fair at CMB was held and very successful, (April 16), Hope in Haverhill (April 22; Railroad Park clean-up day) was held with 41 volunteers. Upcoming events include the senior bus trip to Hart's Turkey Farm on the 27th (Meredith, NH), Meet the Authors' group (April 30), and the annual Car Show at Grafton County Complex (May 27).

**Vice Chair Graham (Zoning Board of Adjustment; Woodsville Ambulance Advisory Committee):** No report.

**Blanchard (Airport Zoning Commission [AZC]; Public Safety Facility Planning Commission [PSFPC]):** Blanchard attended the AZC, and he was wowed at the work they do with Susie Tann as Chair and Dennis Cunningham as Airport Manager. The members were working on updates to the Scholarship program. The PSFPC met for the first time, and there are months and months of planning, public input meetings to be held, and inventories of space and equipment for the Fire and Police Departments to execute.

**CORRESPONDENCE:**

Chair Williams presented two correspondences to the Board:

- An email from Gabe Cadreact commenting that Shawn Dennis should be promoted as Road Agent and that the Select Board meetings should be held at a meeting room more centrally located in Haverhill.

