

**Town of Haverhill
Select Board Meeting
MINUTES
Monday, May 24, 2021, 6:00 PM
R. E. Clifford Memorial Building
65 South Court St.
Woodsville, NH 03785
Or on ZOOM**

The meeting was **CALLED TO ORDER** at 6:00 PM by Fred Garofalo, Chair.

Town Employees Present:

Town Manager: Brigitte Codling

Assistant Town Manager: Jennifer Boucher

Select Board Members: Fred Garofalo, Chair; Matthew Bjelobrk, Vice Chair; Howard Hatch; Mike Graham; Steve Robbins

Members of the Public Present:

In Person

Darwin Clogston

Joe Longacre

Dave Long

Bob Long

Online [Participants who do not use their full names online are not included on this list.]

D. and L. Gilbertson

Margo Longacre

Alex Nuti-de Biasi

Dhanelle Duffy

Michael Bjelobrk

Susie Tann

Martha Cunningham

Steven Whitley

Mark Lang

Miguel Vasconcelos

Guy Mitchell

Tom Mangels

Delcia Vinnacombe

Vickie Wyman

Emily McGlynn

Dawn Lavoie

Paul Hayes

Marilyn Blaisdell

ROLL CALL ATTENDANCE: Matthew Bjelobrk (Here), Steve Robbins (Here), Howard Hatch (Here), Mike Graham (Here), Fred Garofalo (Here). A quorum was met.

Bjelobrk, Vice Chair, read: Per Gov. Sununu Meeting Compliance CHECKLIST to Ensure Meetings are Compliant with the Right to Know Law During the State of Emergency [abbreviated]

- **May 24, 2021**, Select Board Meeting
- **Executive Order**—This public body is authorized to meet electronically.
- Confirming a) providing public access by telephone, with additional access by video or other electronic means, ZOOM conferencing is being used. All members of the Select Board have the ability to communicate contemporaneously, the public has the ability to contemporaneously listen and, if necessary, participate in this meeting by dialing the following number: 1-929-436-2866 (US) or the website <https://ZOOM.US/meeting> (ID# 92116574120; passcode: 558702); b) public notice has been provided of the necessary information for accessing the meeting though ZOOM or telephonically, instructions have also been provided on the website of the Town of Haverhill at www.haverhill-nh.com, and c) providing a mechanism for the public to alert the public body if there a problems with access (call 802-793-0535 or email at townmanager@haverhill-nh.com); d) adjourning if the public is unable to access the meeting. In the event that the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes taken during this meeting will be taken by ROLL CALL vote.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Agenda Modifications

Garofalo noted the revisions to the Agenda:

- The topic of ATV use will not be discussed because there is not a full Board.

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

Roll Call Vote: Matthew Bjelobrk (Aye), Steve Robbins (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

CONSENT AGENDA

MOTION #2: Robbins made the motion and Garofalo seconded the motion to approve Minutes from the **May 10, 2021**, Select Board meeting as written.

Roll Call Vote: Matthew Bjelobrk (Aye), Steve Robbins (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

TOWN EMPLOYEE APPEARANCES: None.

SCHEDULED PUBLIC APPEARANCES: Dhanielle Duffy to discuss Cottage Hospital 5K.

Robbins suggested that the Board know who the meeting visitors were online. Boucher read the names of the visitors from the Participants feature on Zoom.

Duffy, Community Relations liaison at Cottage Hospital, stated that the hospital wishes to plan the Any-Which-Way 5K event on Sunday, September 19, 2021, which will include a run, a walk, a bike-a-thon and begin at the elementary school. In conversation with Codling, Duffy learned

that she needs to contact the Department of Transportation for permitting and the Sheriff's office for detailing. Codling asked for the route of the 5K. Duffy stated that the route will go from the elementary school to Mill Street, across the covered bridge, over the Burton Bridge, then the rail trail, and back to the school. The bikes will be going 10K to Bath on the rail trail and back to the elementary school

PUBLIC WANTING TO ADDRESS THE BOARD: None.

NEW BUSINESS:

Appointment to the Airport Zoning Commission: Miguel Vasconcelos

Garofalo read: "To Miguel Vasconcelos of the Town of Haverhill and the County of Grafton, whereas there is a vacancy in the office of Haverhill's Airport Zoning Commission in said town, whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do, hereby, appoint you Miguel Vasconcelos to be a member of the Airport Zoning Commission of said town and applying your taking the oath of office and having this appointment and a certificate of said recorded by the Town Clerk, you will have the powers, perform the duties, and be subject to the liabilities of said office until another person shall be chosen or elected and qualified in your stead."

Garofalo asked the appointment candidate the following questions, and Vasconcelos responded as indicated.

Garofalo: Introduce yourself to the Board.

Vasconcelos: I live in Woodsville and have been in aviation all my life. At a Zoning Commission meeting, I was impressed by the cooperation between the airport manager and the Commission and the coordination with a consultant and the State. He noted that he has expertise that might be of interest to the Town through the Joint Commission.

Garofalo: Do you have any experience or training that would be useful?

Vasconcelos: Yes. My entire education has been in aviation. My professional career has been in airport operations, rules and regulations, and safety management.

Garofalo: Are you willing to attend training that may be provided by the State or the Town related to this Commission?

Vasconcelos: Yes.

Garofalo: What is your understanding of a conflict of interest?

Vasconcelos: [A conflict of interest] could be perceived and does not have to be actual. It could be trying to advocate for conflicting positions or making recommendations that generate personal interest.

Garofalo: Are you willing to so state a conflict of interest if one should arise and remove yourself from the table and become part of the audience while it is being discussed?

Vasconcelos: Yes.

Garofalo: What is your view on basing decisions solely on the facts alone prescribed by the NH statutes and local ordinances?

Vasconcelos: In reviewing the RSA 23, 24 related to aviation, I would agree that facts and process would be the way forward.

MOTION/VOTE #3: The Board voted to approve Miguel Vasconcelos to the Airport Zoning Commission.

Roll Call Vote: Matthew Bjelobrk (Yes), Steve Robbins (Yes), Howard Hatch (Yes), Mike Graham (Yes), Fred Garofalo (Yes). The vote passed unanimously.

Swearing In

Garofalo stated: “Raise your right hand and repeat after me: I, Miguel Vasconcelos, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent to me as a 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.”

Miguel Vasconcelos repeated the Oath of Office.

The Board congratulated Vasconcelos on his appointment to the Airport Zoning Commission.

Appointment to the Conservation Commission: Marilyn Blaisdell

Garofalo asked the appointment candidate the following questions, and Blaisdell responded as indicated.

Garofalo: Introduce yourself to the Board.

Blaisdell: I live in North Haverhill.

Garofalo: What is your basic understanding of your duties and responsibilities of the Conservation Commission?

Blaisdell: [The Commission] does everything it can to preserve the wildlife and lands of Haverhill, keep it the way it is, and protect the environment.

Garofalo: [The Commission] also has the responsibility of signing off on the gravel pit permits.

Garofalo: Do you have any experience or training that would be useful on the Board or Commission you are applying for?

Blaisdell: I have a love for the environment, the woods, and water.

Garofalo: Are you willing to attend training that may be provided by the State or the Town related to this Commission?

Blaisdell: Yes.

Garofalo: What is your understanding of a conflict of interest?

Blaisdell: If you have a personal involvement with a particular item that comes up, you say so, and recuse yourself from votes, if necessary.

Garofalo: Are you willing to so state a conflict of interest if one should arise and remove yourself from the table and become part of the audience while that issue is being discussed and

voted on?

Blaisdell: Yes.

Garofalo: What is your view on basing decisions solely on the facts alone as prescribed by the NH statutes and local ordinances?

Blaisdell: That is how my decisions would be made.

MOTION #4: Robbins made the motion to approve Marilyn Blaisdell to the Conservation Commission, Garofalo seconded the motion.

Roll Call Vote: Matthew Bjelobrck (Yes), Steve Robbins (Yes), Howard Hatch (Yes), Mike Graham (Yes), Fred Garofalo (Yes). The motion passed unanimously.

Garofalo read: “To Marilyn Blaisdell of the Town of Haverhill and the County of Grafton, whereas there is a vacancy in the office of Haverhill’s Conservation Commission in said town, whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do, hereby, appoint you Marilyn Blaisdell to be a member of the Conservation Commission of said town and applying your taking the oath of office and having this appointment and a certificate of said recorded by the Town Clerk, you will have the powers, perform the duties, and be subject to the liabilities of said office until another person shall be chosen or elected and qualified in your stead.”

Garofalo stated that Blaisdell visit the Town Clerk and be sworn in as a member of the Conservation Commission.

The Board congratulated Marilyn Blaisdell on her appointment to the Conservation Commission.

ATV Use / Select Board Discussion and Vote

Blackmount Trail

MOTION #5: Hatch made the motion to not open Blackmount Trail, and Bjelobrck seconded the motion.

- Hatch recommended not using the “civil disobedience” option.
- Codling noted that the appraisal will possibly be completed by the next Select Board meeting.

Roll Call Vote: Matthew Bjelobrck (Yes), Steve Robbins (Yes), Howard Hatch (Yes), Mike Graham (Yes), Fred Garofalo (Yes). The motion passed unanimously.

ATV Use on Mountain Lakes Roads

- Robbins stated that he needs to get more information, but in the meantime is not in favor of opening Morse Road and other Class VI roads. He recommended opening Mountain Lakes roads as a temporary measure to see how it goes. Discussion continued.

MOTION #6: Robbins made the motion to table the discussion of trail openings in Mountain Lakes until the Blackmount Trail is decided upon, and Bjelobrck seconded the motion.

[Motion #6 not acted upon.]

- Garofalo discussed the movement of ATVs on the Mountain Lakes roads stating that as soon as the Town votes to allow ATVs on roads, the Town police will then have

jurisdiction, which will cause more work for a short-staffed department. Garofalo stated that French Pond Road will become a crossing at numerous points, which creates more safety concerns.

- Bjelobrk noted that Fish & Game can insert their jurisdiction anywhere in the State, and that the Mountain Lakes community voted to have ATV access, which they approved. Discussion continued.
- Garofalo presented a list developed by the Town Manager related to ATV use, including quality of life. Garofalo continued listing accessible trail routes and the availability of a grant for accessory policing. Garofalo discussed the importance of registering ATVs, the use of road signs, and the mechanical specifications of ATV engines. Discussion continued. Garofalo noted that in his counting of the comments following the Public Hearing, he received 61 Yes comments and 65 No comments.
- Hatch discussed the property owners and farms on the Class VI roads in Mountain Lakes.
- Graham asked about the presentation of the Mountain Lakes ATV plan.
- Dave Long replied that the way the Petitioned Warrant Article was written stated to allow ATV use on Mountain Lakes roads to have access to the Haverhill trail system. Notification of abutters and a public hearing was required. The warrant was addressing Town-owned roads in Mountain Lakes.
- Boucher read the Article from the 2021 Warrant. Discussion continued.
- Long had the Board read his email to the Town Manager dated 5-24-21 related to opening the Mountain Lakes Roads.
- Garofalo asked if the ambulance or fire department have been called to ATV accidents on those Class VI roads. Robbins responded, “No.” Garofalo noted that concerns centered around noise and dust. Robbins responded that usually a firefighter will respond with a personal ATV for trail access to an accident.
- The Board discussed the speed limit for ATVs, and stated that most often 25 mph is the maximum speed for ATV use.
- Mark Lang stated that the speed limit for ATVs is 10 mph less than the posted speed limit, so the Class VI roads would be 15 mph for ATVs.
- Boucher read comments from Chat feature on Zoom, including 1) If there is an ATV accident, Fish & Game responds, 2) There is less dust from ATVs than cars, 3) Stop kicking the can down the road, 4) I thought a final decision would be made tonight, 5) ATV riders will police themselves because they won’t want to lose what they have, and 6) They hoped that all emailed comments were considered.
- Codling responded about the grant for ATV enforcement is fairly easy to get, but we do not have any experience. Lang noted that other towns including Littleton and Claremont have received these grants.
- Mike Lavoie stated that whatever the Town can do to make it better for businesses they should allow that to happen and have an open approach for change.
- Vickie Wyman asked if the grant would cover the police department to cover the ATV trail areas. Codling responded that trails are patrolled by Fish & Game, and roads are patrolled by the police.

MOTION #7: Bjelobrk made the motion to accept the proposal to open all roads on a trial basis in Mountain Lakes from May 23 to October 1 and to reevaluate after this season after receiving input from the public, the Road Agent, and the Police Chief. The Board can cancel this approval at any time without any notice. After the trial period and receiving input, the Board will make a final decision in November 2021. Robbins seconded the motion.

- Graham stated that he cannot support the Motion with the safety issues on Class VI roads.
- Codling noted that the ATV Club is ready to improve Morse Road for ATV travel.
- Hatch discussed the cows' movement over Morse Road.
- Discussion continued on the Class VI routes.
- Lang stated that the ATV Club can also close a trail temporarily without the Select Board having to vote on it.

Roll Call Vote: Matthew Bjelobrk (Aye), Steve Robbins (Aye), Howard Hatch (Aye), Mike Graham (Nay), Fred Garofalo (Aye). The motion passed with four in favor and one opposed.

RECESS

Garofalo recessed the meeting at 7:50 PM for a 5-minute break.

MEETING RECONVENED

Garofalo reconvened the meeting at 7:55 PM.

PENDING / OLD BUSINESS:

TOWN MANAGER'S REPORT:

Highway Department Equipment:

With the assistance of a Haverhill Corner property owner, the Town was able to resolve the final lease payment due on the Highway dump truck and retain that vehicle. We are still in negotiations with CAT to resolve the 2021 payment for the Highway grader, however, we are confident that a resolution to that will be reached within the week.

Non-Profits:

The Town has been sending the area's non-profits information for available grants in an effort to assist them with making up the shortfalls they may be experiencing due to the defeat of Article 2 on Town Meeting Day.

Town of Haverhill Fire Department:

There have been many developments within the Town of Haverhill Fire Department. All fire related assets have been inventoried and transferred to the Town. The utilities for both stations have also been transferred to the Town. The Fire Chief has met with his officers and the fire fighters begin team building. A new Emergency Services section has been created and will be led by Jon Bouffard; he is working on development of an Emergency Service plan. The Training Section lead, Renzo Chumbes is developing a training schedule and has equipped all Town fire fighters with proper PPE. A new organizational chart for the Fire Dept has been posted on the Town's website. Fire fighters have been on-boarded and received a paycheck for the first quarter.

Dean Memorial Airport Safety Study:

The airport safety study is well underway, we have held two internal stakeholder meetings so far and five alternatives have been established for how safety obstructions could be eliminated or

mitigated. The next meeting is scheduled for June 9th and will take place at the Clifford Memorial Building. That meeting will be for abutters of the airport and internal stakeholders. The final meeting scheduled for July 14th will also be at the Clifford Memorial Building and is for the general public, so anyone may attend the meeting on July 14th.

American Rescue Plan Funding:

At this time local municipalities are still waiting for specific guidance as what the process will be related to this funding as well as the allowable uses for the funds. Early figures showed that the Town of Haverhill would be getting approx. \$350,000. A subset of Dept Heads met to develop a list of needs that might fall within the guidelines for this funding. After we get program details, we will revisit that list and prioritize the Town's needs.

Grafton County Broadband Committee:

The Grafton County Broadband Committee put together a Request for Information, which went out to broadband service providers who serve Grafton County. The RFI asks for "served" locations by address so that the committee can determine the best avenues for the installation of a fiber network into rural communities. The committee is working with a consultant to pull the data together once we have it and to map the county. The committee is also working on a project work plan for the build out of the fiber network as well as a template for local communities to use to connect to that network once its constructed.

Public WiFi in Woodsville Project:

The proposed project is to construct and deploy a Mesh WiFi Network along central street in the village of Woodsville. The network would provide access to the internet and for WiFi calling free of charge to residents, businesses, and visitors. It would also provide an opportunity for local business to advertise on the splash page and promote their businesses to those logging onto the network. Mosedale Integrated Solutions has determined that broadband speeds in Woodsville can easily support this effort. We are still working on getting host locations along Route 10. A second letter recently went out to the many Woodsville businesses inviting them to participate as hosts for this public service network. We meet again next week to evaluate. Once this initial phase is complete Andy Mosedale will present his findings to the Select Board.

Wastewater Treatment & Collection System Study Grant:

The proposed project is to perform a Wastewater Treatment and Collection System Feasibility Study, which would look at developing a collection system and wastewater treatment plant within the precinct of North Haverhill, with the option of future expansion beyond the precinct boundaries into areas such as Mountain Lakes. The purpose of creating this new system would be to promote the economic and residential development within the Town of Haverhill. The feasibility study will be put out to bid, there is money in the sewer budget to cover the cost of this study. We are also pursuing grant opportunities. On May 21st we submitted a request for Congressional Spending to cover the cost of the study as well as the design work in 2022.

Wastewater Collection in North Haverhill & Treatment in Woodsville:

We are continuing our evaluation of the status of wastewater being collected and pumped to the Woodsville treatment facility and all associated processes.

1. Current Agreement
2. Out of District Sewer Pump Station
3. Out of District Sewer Line
4. Out of District Sewer PM Contractor

5. Out of District Maintenance costs
6. Out of District Operational costs
7. Out of District Capital Improvements
8. Planning in District Capital Improvements
9. Discharge Limit from Out of District
10. Economic Development Impacts
11. Sewer Ordinance (old and new)
12. Related RSAs
13. DES & DOS Regulations
14. User Hook-Up Agreements
15. Discharge Allocations for Users
16. Hook-Up Process & Fees
17. Billing Process & Rates
18. Communication (local, state, federal)

This evaluation is necessary to separate the maintenance, operation, and improvements from the general budgeting process and isolate it in an Enterprise Fund. Also, so that we can make sure that the Town is following all rules, regulations, and laws pertaining to sewer systems. Our written agreements with the Woodsville District and solidifying the responsibilities of each entity are key.

Senate Bill 26:

Senate Bill 26 – relative to roads within the Woodsville Fire District, was introduced to the Senate in January 2021 and passed with amendments by the Senate by a vote of 20 (yeas) and 3 (nays) in March 2021. The bill then moved onto the House where it was placed with the House Public Works & Highways Committee. The committee took testimony on May 5th. Then on May 19th the committee voted 18 (yeas) and 3 (nays) that the bill “ought to pass”. The bill will now move to the floor of the House of Representatives for consideration and a final vote. If the bill passes it will be presented to the Governor for signing.

Woodsville Lawsuit:

The Woodsville Fire District filed a lawsuit against the Town of Haverhill in Grafton Superior Court in 2019, related to Town funding of the Woodsville Highway Department. Both parties are now in the discovery period and deposition of witnesses have begun. All filings are public record; the hearing is tentatively scheduled for September 2021.

Black Mount Trail Update:

George Sansoucy is performing an appraisal on the trail now; once we know the fair market value then we can develop a plan of action. Ultimately, the goal is to be in a position to legally allow ATV/UTV traffic along the trail again should the Select Board and the public wish to do so.

White Mountain Drive:

The Town entered into an agreement with the Mountain Lakes District to widen and make other improvements to and along White Mountain Drive (Killer Hill). The purpose being to allow for year-round, two-way traffic on that hill. This will provide for better traffic flow around the lake and will allow for development along the roadway, which had been requested by a property owner who wanted to build. After discussions with the District, it was decided that fall was the best time for this work, in order to not inconvenience summer visitors and residents.

Haverhill Library Association:

The Town, through its Highway Department, will be making improvements to drainage within the Town's ROW in front of and near the public library located in Haverhill Corner. The work will improve drainage of storm water runoff, which will alleviate the swampy conditions that occur in front of the library and on private properties in that area.

Connecticut Valley Snowmobile Club:

Working with the snowmobile club on a project between Daniels Road and Brushwood Road to move the snowmobile trail back onto the Town owned rail bed; also, to clear trees that are encroaching onto the old rail bed, which is used by the snowmobile club. This will make travel through this area by snowmobile safer and easier to maintain. Jay Waterhouse is getting three quotes for the logging and will provide that to the Town before the SB is asked to vote.

Construction Permit Process Review:

Met with the Mountain Lakes District to develop a workflow for Construction permits to ensure that both the Town and the District get what they need from the process and to ensure both the Town's Construction permit and the District's Zoning permit are both being completed when necessary. The new process is in effect now; applicants will be directed to start with a Town permit and then will apply with the District.

Central / Forest Intersection:

The NHDOT has verbally approved the Town's excavation permit for Phase one (1) of this project. Phase one (1) is to remove the wide turning lane in front of McDonalds in an effort to narrow the intersection and eliminate cross-traffic issues. Work will now include the removal of pavement, installation of loam and seed. The Town needs to provide the NHDOT with an updated schedule and estimate for the project. We intend to complete this work in the summer of 2021.

Bath-Haverhill Covered Bridge:

The bridge had been red listed and then decommissioned due to its lack of structural integrity by the NHDOT. After decommissioning ownership was transferred to the Town. The bridge received a very hefty renovation which addressed the superstructure. The approaches above the abutments experience sink holes develop each year and the pier has scour occurring which puts the substructure integrity in question. TM met with Sean James of Hoyle, Tanner & Associates, Inc. to review the structure. It has been determined that there was some work done to both abutments and at the pier, however, not all recommended work was done, which is now showing signs of wear. The voids in the pier and in the approaches will need further evaluation, as will the sag that exists at the south end of the bridge. We signed an agreement for Hoyle, Tanner & Assoc to perform the structural evaluation, which will take place in the Spring of 2021.

Department Head Reports:

- ❖ **Tax Collector** – The first-round tax bills for 2021 have been sent to residents, taxes are due July 1st and can be paid online, by mail, or in person at the Tax Collector's office.
- ❖ **Town Clerk** – The Town Clerk has been processing registrations, vital records, etc., as well as validating petitions for 2021 warrant articles.

- ❖ **Dean Memorial Airport** – The airport safety study is underway. Leases & rentals are being evaluated. Staff are working to establish a water source for staff, visitors, and tenants at the airport. Safety inspections occurred with only a few areas to improve upon. We have been getting applications for the Aviation Scholarship for flight instruction. Most applications have come from Woodsville Highschool students, however, students must be studying something aviation related and most applicants are not, so have been disqualified. We have reached out to the high school to remind them of the qualifications for the scholarship.
- ❖ **Highway Dept** – The highway crew is working on grading roads, ditching, maintaining equipment, and special projects.
- ❖ **Maintenance Dept** – Spending quite a lot of time in the Police Department constructing new office spaces. Will be working on the new temporary hold dog shelter after the HPD offices are done.
- ❖ **Welfare Dept** – With the introduction of housing programs and renewed assistance from the CAPS office the number of people we have in shelter housing has decreased quite a bit; this is good news for all involved. I have been working on intake and evaluation of applications for various types of assistance, and many have been referred to and resolved through programs elsewhere, which is also good news for Haverhill.
- ❖ **Emergency Management** – Sitting in on Emergency Operations Center (EOC) calls and keeping apprised of COVID-19 issues. The Town’s COVID Response Plan has been updated to reflect the State’s dropping of the mask mandate.
- ❖ **Public Health** – Worked with the Town’s attorneys, Town Administration, and the Select Board to draft and executed an order to vacate on a property where there are serious health concerns. The follow-up on that order is on-going.
- ❖ **Parks & Recreation Dept** – The Parks & Recreation Department had their spring Paddle the Border event this past weekend, they also hosted the Parker Hill Road Band at Railroad Park. On May 29th Parks & Rec will host the annual Antique Car Show at the Grafton County Complex. There will be a HARP Summer Camp this year and enrollment for that is open now; lots of new fun events for the kiddos this year...Check it out!
- ❖ **Police Department** –
 - ✓ Officer Brown’s initial training complete and he now takes his position among our ranks as a full team member.
 - ✓ Two Candidate tests set for Wednesday 05/19/21.
 - ✓ Recruitment Continues.
 - ✓ Major accomplishment by Lorie and Amanda in completing the research and tabulation of activity statistics within the precincts of Haverhill.
 - ✓ Slowly closing in on finalizing our patch.
 - ✓ Adherence and improvements to standards continue.

- ✓ Policy review has been halted until June in an effort to fully assess and address SOP in its entirety.
- ✓ Review of Cottage Hospital SOP underway.
- ✓ Introduction to Business area owners continues.
- ✓ Working on updated Mission Statement.
- ✓ Improvements to PD continues, pictures mounted, garage cleaned, and closets decluttered.
- ✓ Re-doing Animal Control complaints, new equipment ordered, and radios being prepped.
- ✓ Case Triage initiated by Detective this week and is the priority, least there be a new urgent case in need of investigation.
- ✓ Implementation of probationary year for new hires.
- ✓ De-escalation training completed for this year.
- ✓ ABLE certification for Officers.
- ✓ Officer Mitchell set Glock armor school for area PD's
- ✓ Awaiting new training opportunities for ACO's

FINANCIAL REPORT:

- Boucher reported that since tax bills have gone out and \$400,000 has been collected, and Boucher stated that it appears that the Town will need a Tax Anticipation Note (TAN).
- Boucher stated that this is a revaluation year, and the tax rate setting may be delayed.
- Boucher noted that the Town is awaiting guidance on the ARPA, and has not received the detailed spending of funds.
- Boucher has attended Primex conference and an OSI Local Officials conference, which the staff attended as well.

COMMISSION/COMMITTEE REPORTS:

- **Conservation Commission** -- Garofalo commented that the Conservation Commission did meet last month, and we will begin this month with new members and get a Chair appointed.
- **Planning and Zoning** – Hatch stated the Planning Board will meet Tuesday night.
- **Parks & Recreation** – Robbins stated that it was changed to no quorum, but as rescheduled.
- **Airport Zoning Commission** – Bjelobrck noted that the Airport Commission meeting went well and went over points of discussion for the stakeholders meeting on the Safety Survey.
- **Fire Department Committee** – Graham deferred to Codling for a review of the latest Committee news. Codling stated that they only meet as needed, and there has been no recent meeting.

CORRESPONDENCE: None.

COMMENTS BY BOARD MEMBERS:

- Graham asked Codling for any ideas to help support the Horsemeadow Senior Center. Codling responded that the Town has had this discussion with the NH DRA and the Mitchell Group. They concluded that the ARPA funds can be used to support nonprofits, but because of the No vote on Article 2, we cannot apply funds from the ARPA to our nonprofits.
- Garofalo asked about the Advisory Budget Committee being dissolved. Codling responded that the Board voted to revert to the 2020 budget with no warrant articles, and the Committee was part of the warrant articles, so the Committee was dissolved. However, Codling continued, that the Board talked about having an unofficial Committee.

MOTION #8: Bjelobrck made the motion and Garofalo seconded the motion to ADJOURN the Public Meeting at 8:33 PM.

Roll Call Vote: Matthew Bjelobrck (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

NONPUBLIC SESSION:

MOTION #9: Bjelobrck made the motion and Robbins seconded the motion to go into Nonpublic Session according to RSA 91-A:3, II(1) at 8:43 PM.

Roll Call Vote: Matthew Bjelobrck (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

The Board came out of NONPUBLIC SESSION at 8:58 PM.

MOTION #10: Bjelobrck made a motion and Garofalo seconded the motion to seal the Minutes of the Nonpublic Session.

Roll Call Vote: Matthew Bjelobrck (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

MOTION #11: Bjelobrck made the motion and Garofalo seconded the motion to go into Nonpublic Session according to RSA91-A:3,II(c) at 8:59 PM.

Roll Call Vote: Matthew Bjelobrck (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

The Board came out of NONPUBLIC SESSION at 9:56 PM.

MOTION #12: Bjelobrck made a motion and Graham seconded the motion to seal the Minutes of the Nonpublic Session.

Roll Call Vote: Matthew Bjelobrck (Aye), Howard Hatch (Aye), Mike Graham (Aye), Fred Garofalo (Aye). The motion passed unanimously.

The meeting ADJOURNED at 10:00 PM.

Transcribed by Joanna Bligh