

**Town of Haverhill
Select Board Meeting
MINUTES
Monday, August 28, 2023, at 6:00 PM
R.E. Clifford Memorial Building
65 South Court St.
Woodsville, NH 03785
Or on ZOOM**

CALL TO ORDER: Chair Blanchard called the meeting to order at 6:00 PM.

Select Board Attendance: Rod O’Shana (Here), Carolyn Hofmann (Here), Kevin Knapp (Here), Vice Chair Joe Longacre (Here), Chair Phil Blanchard (Here). A quorum was met.

Town Employees Present:

Town Manager: Brigitte Codling (Excused)
Assistant Town Manager (ATM): Jennifer Boucher (Present)

Members of the Public Present

In Person:

Margo Longacre
Linda Buermeyer (*Journal Opinion*)
Dawn Lavoie
Mike Lavoie
Harv Keyes
Darwin Clogston
Ron Willoughby

David Robinson
Matthew and Marie Bjelobrck
Susie Tann
Howard Hatch
Don and Kathleen Vaillencourt
Archie Steenburgh
Justin Boulter

Online:

Delcia Vinnacombe
Robert Maccini
Joanne Young
Dottie Long
Rich Bergeron

Vickie Wyman
Brad Cassidy
Regis Roy
Ron DeRosia

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

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

- Chair Blanchard made some changes to the Agenda:
 - David Robinson with the School Board report is added to Public Appearances
 - Under New Business, remove BTL appeal and add discussion and revision of the 2023-2024 calendar.

Roll Call Vote: O’Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Aye). The motion passed unanimously.

CONSENT AGENDA

MOTION #2: Vice Chair Longacre made the motion and O'Shana seconded the motion to approve the Consent Agenda as presented.

Roll Call Vote: O'Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Aye). The motion passed unanimously.

MINUTES APPROVAL:

MOTION #3: O'Shana made the motion and Hofman seconded the motion to approve the August 14, 2023, Select Board minutes.

Roll Call Vote: O'Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Aye). The motion passed unanimously.

SCHEDULED PUBLIC APPEARANCES

School Board Report with David Robinson

Robinson stated that there were no meetings of the School Board in July. Robinson updated the Select Board with the activities of the beginning of the school year, as follows:

- Presentation of an American flag by Rick Ladd and Steve Wheeler for the Elementary School and this flag had flown over the Capital Building in Concord.
- Athletics, headed by Lori Taylor, has great programs, and met with coaches and teams.
- The HS boys' and girls' teams started their schedules and both teams won their first games.
- The Alumni Game, always well attended, raised \$4,000, which will go into a trust. Robinson wished to thank all the members and businesses for their support.
- HS golf and cross country is starting practices and meets. The full schedule of athletic events is on the HS webpage.
- Middle School athletics begins this week with practices.
- Four Goals of SAU 23: academic achievement, social-emotional learning, and school culture. Robinson noted that the staff reviews policies, communication in all its forms, and transparency.
- Public Forums: Four forums are coming up with one on September 27 with an update about facilities and an update on the French Pond School project, which is supported by a \$300,000 grant.
- On November 29, at the Forum there will be a discussion on the SRO officer and restorative justice. On January 30, the discussion will be about the warrant articles and another Forum will be held on February 28 with more discussion on the warrant articles.
- The School Board will be holding a Public Hearing on September 13 to discuss the State unanticipated funding of \$166,370 and during the Forum on September 27 the Board will discuss the acceptance and usage of that funding.
- School started today, and it went well.
- SAU 23 Board meeting on September 6 to discuss hiring a new Superintendent because Laurie Melanson is retiring.

Chair Blanchard stated how good it would be to get some more community involvement. Robinson stated that the board wishes to hear the goals of the community.

NEW BUSINESS:

Land Use Change Tax Request (Map 413, Lot 20-1A)

Chair Blanchard stated that the Assessor is recommending a land-use change in the tax bill of \$4,200 for Map 413 Lot 20-1A.

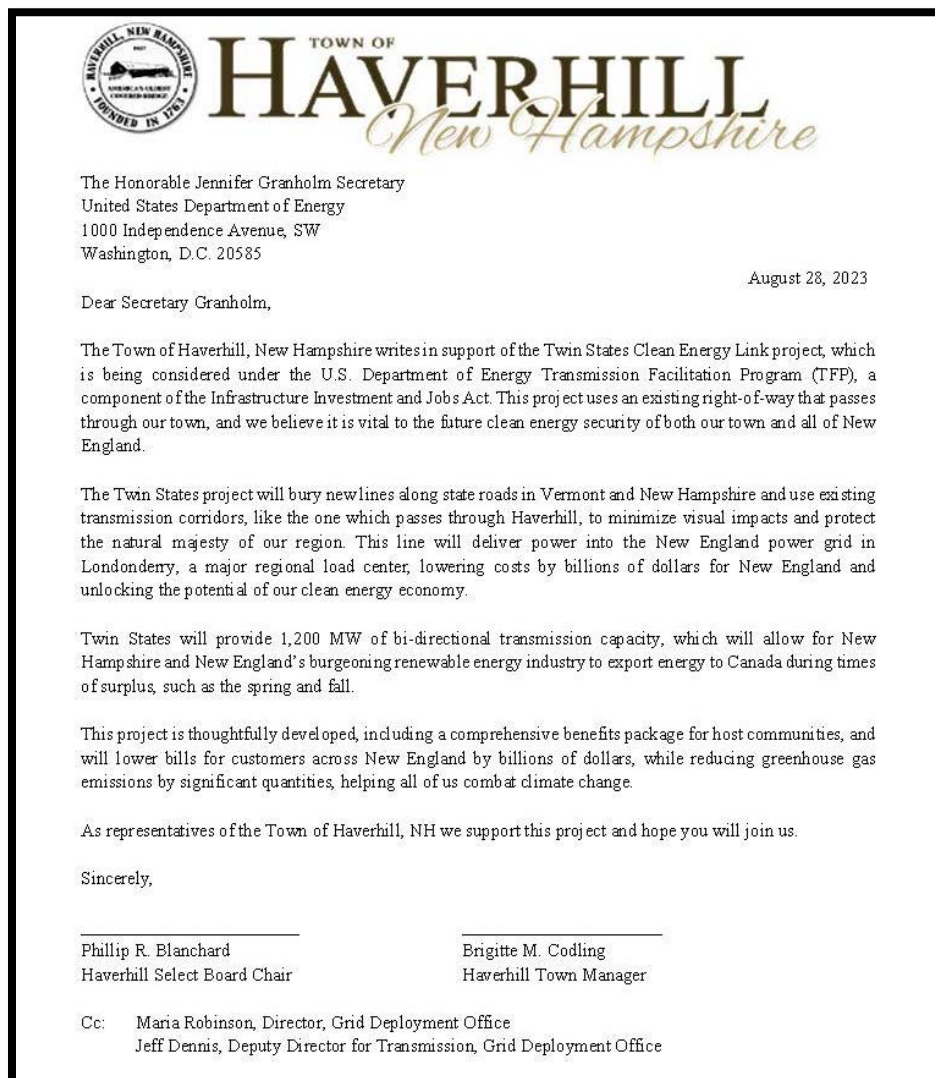
MOTION #4: Chair Blanchard made the motion and Vice Chair Longacre seconded the motion to follow the Assessor’s recommendations as presented.

- O’Shana asked that on future land-use forms to talk to the Tax Collector about adding in the costs so the Board and the landowner understand how the new tax value was calculated. TM Codling noted that the Assessor made that modification with discussion with the Tax Collector.

Roll Call Vote: O’Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Aye). The motion passed unanimously.

Twin State Energy Link / Letter of Support

Chair Blanchard noted that it is common practice for companies to ask localities for support letters. Chair Blanchard read the letter of support to the Twin States Clean Energy Project, as follows:



Chair Blanchard asked the Board if they will approve sending this letter to the Twin States Clean Energy Project.

MOTION #5: Vice Chair Longacre made the motion and Hofmann seconded the motion to approve the Board sending the Twin States Clean Energy Project Letter of Support. **[Rescinded]**

- O'Shana stated that when the group was her they said that other companies were going to bid on the job. O'Shana asked if the Twin States group would be coming back to discuss the project with the public again.
- Chair Blanchard stated that the letter suggests that the Board agrees with the goals of Twin States. Chair Blanchard rephrased O'Shana's comments about getting more details about the project before the Board signs this letter. O'Shana noted that Twin States said there will be recipients of surplus energy, and in NH, the fall and winter is when we need the most energy. O'Shana asked how the project will affect our bills.

TM Codling stated that O'Shana is correct in that Twin States is one of several companies seeking this federal money, and it is the only one that has reached out to the local communities. ATM Boucher stated that this may be a nation-wide grant and Twin States may be the only company seeking the money in this area. TM Codling suggested doing more research on the company. TM Codling noted that Twin States is asking all impacted towns to support them with a letter, and recommended that the Administration do more research. O'Shana suggested that the Board get the right land used for the project and an indication of the costs. Chair Blanchard stated that we may not have a choice and this group guaranteed transparency. Chair Blanchard noted that the letter was to support them in gaining more funding. TM Codling noted that the company is asking the towns to support the concept. O'Shana noted that they were supported to come back, and we could give the public more notice. TM Codling clarified that Twin State did not say they were going to come back, but that they will come back to Haverhill for another presentation.

An audience member stated that she supported O'Shana's idea about having a public meeting, especially for those who live near the existing power lines and what the impact might be.

Chair Blanchard asked Vice Chair Longacre if he wished to rescind the motion, and Vice Chair Longacre stated that more information is needed. TM Codling noted that she has the presentation if anyone wishes to have a copy. TM Codling stated that when Twin States presented to the Select Board, they were clear that there will be no additional impact and the new line will be contained in the existing rights-of-way. ATM Boucher noted that the project will move forward and that getting a grant for the project will reduce costs. TM Codling noted that more information on the competitors could be obtained.

Chair Blanchard stated that Vice Chair Longacre **rescinded** Motion #5.

MOTION #6: Chair Blanchard made the motion and O'Shana seconded the motion to table the Letter of Support to The Honorable Secretary Jennifer Granholm on behalf of Twin States Clean Energy Project until more information is obtained.

- Hofmann commented on why they did not bury the lines years ago when they first implanted the project.

Roll Call Vote: O'Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Aye). The motion passed unanimously.

Ron Willoughby stated that the project will happen whether the Town wants it or not, and they may use the same power line right-of-way, but the price of power will not remain the same. Willoughby discussed the visual and other impacts for those who live near the power lines, including the voltage increase and whether there are health effects. Willoughby stated that he is not negative about the project, but he stated the related facts.

North Haverhill Fire Association Fireman’s Dinner

Chair Blanchard provided the Board with the application for the use of the Clifford Memorial Building for the Fireman’s Dinner on September 23, 2023, 3:00 PM to 9:00 PM, and their request to waive the rental fee.

MOTION #7: Hofmann made the motion and Vice Chair Longacre seconded the motion to waive the fee for the Fireman’s Dinner as presented.

Roll Call Vote: O’Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Abstained). The motion passed.

Vice Chair Longacre signed the form for use of the building and for the approval of the fee waiver.

Revision of Select Board’s Meeting Schedule

Chair Blanchard commented that the Select Board meetings do not always have information to be disseminated or votes that need to be taken, Chair Blanchard stated that he worked with TM Codling to consider moving the Select Board to one scheduled meeting a month at the Clifford Building and a shortened, “truncated” meeting at the Morrill Building on the alternate weeks to sign the manifests and other documents. Chair Blanchard noted that the truncated meetings would be warned and the Select Board could still hold Emergency Meetings, if needed.

Chair Blanchard presented the proposed schedule noting that the dates do not change, just the type of meeting, location, and time of every other meeting.

MOTION #8: Chair Blanchard made the motion and O’Shana seconded the motion to change the Select Board’s meetings to a once-a-month regular meeting, and the off weeks’ meeting will be truncated.

- Howard Hatch commented that some Town bills need to be paid more than monthly.
- Robinson stated that the School Board has meetings on the second Monday of the month, and they moved their schedule to accommodate the Select Board to make sure residents can attend both meetings. Robinson noted that the School Board uses the Morrill Building Conference Room. Chair Blanchard noted that their truncated meeting would be over before the School Board meeting started. Robinson and Chair Blanchard discussed working together on next year’s schedule.
- TM Codling noted that the dates did not change, just the location, and she suggested that they both take a close look at the 2024 dates, which includes the Budget Committee, SB2 public hearings, and other meetings. ATM Boucher asked about the Monday holidays in the schedule. Robinson discussed the change in schedule due to holidays – occasionally they move to a Tuesday meeting day.
- Hofmann suggested that the meetings start at 5:00 PM. Chair Blanchard replied that many are still working at 5:00 PM.

Roll Call Vote: O’Shana (Aye), Hofmann (Aye), Knapp (Aye), Vice Chair Longacre (Aye), Chair Blanchard (Aye). The motion passed unanimously.

OLD BUSINESS: None.

TOWN MANAGER’S REPORT

- **Public Safety Facility Committee**
TM Codling reported that the Committee has drafted and published (due date of September 15) a Request for Proposal for a consultant to facilitate the project.

- **Government Finance Officers Association (GOFA)**
TM Codling and ATM Boucher are working on the government accounting certification, which will be complete on September 19.
- **Christmas Storm 2022**
There was over \$100,000 in damage from that storm, and a FEMA representative will be in the office this week to go through the reimbursement process. TM Codling has been working for the last 3 months documenting the damage.
- **Auditors' Report**
TM Codling reported that as soon as the 2021 audit is final, it will come before the Board for review possibly by September 19, and the report will be presented by the auditor. The next step is moving forward with the 2022 audit.
- **Haverhill Broadband Project**
TM Codling has been working with the NBRC and NCIC with the contract with HUB66.
- **SafeStreets4All (SS4A)**
TM Codling reported that she will be signing off on the \$200,000 grant for SS4A and that the Select Board will be the committee who will act as decision-makers for the project.
- **Road Safety Audit**
TM Codling reported that there is no word from the NHDOT as to who was selected for the safety audit.
- **Haverhill Public WiFi Network**
TM Codling reported that the Woodsville WiFi network is being used heavily, and she has asked the consultants to provide an antenna on the Morrill Building so that WiFi coverage will be available in the ball field.
- **National Flood Insurance Program**
TM Codling reported that Administration has started work on community assistance related to the flood insurance program.
- **Road Agent, Michael Young**
TM Codling announced that new Road Agent, Michael Young & the Highway crew have worked on many culvert replacements, tree removal, shim work in preparation for paving, and ditching. TM Codling noted that all the work being done on Brushwood Rd. was funded by one-time road and bridge State Highway Aid money (SB 401 in 2022 of \$148,580 and SB 270 in 2023 for bridge work of \$99,241).
- **42 Railroad St.**
TM Codling, Laurie Aldrich, and the NH DES worked together with other agencies to declare the site contaminated. The federal EPA has worked to remove the building.
- **Dean Memorial Airport**
TM Codling announced that the airport will be holding its Airport Awareness Day on September 16.
- **ATV Raffle**
TM Codling announced a raffle to win an ATV, which will be displayed on the lawn of the Morrill Building.
- **Maintenance Department**
TM Codling announced the hiring of a new maintenance employee, Chuck Fenn.
- **Administration**
TM Codling announced the hiring of a new Administrative Assistant, Mary Hood.

COMMISSION AND COMMITTEE EX OFFICIO REPORTS

- **Carolyn Hofmann (Conservation Commission):** Hofmann reported that the Commission met on August 15. Hofmann stated that the Commission will be drafting a Mission Statement, and they discussed, as follows:
 - **Conservation Scholarship:** Gabby Keyser sent a letter to the Commission and was interested in applying for a scholarship.
 - **Upper Valley Land Trust (UVLT):** There is an UVLT project coming up in Haverhill Corner at Miles Conklin's field on Court St. (181 acres; 100 in woodland and the remainder in agriculture). Chair Currie-Huggard discussed additional adjacent properties included in the UVLT project.
 - **Conservation District Local Working Group** sent out a survey to find out the needs of the local communities and develop recommendations for federal funding in the region.
 - **Ground water**
 - **Ammonoosuc Conservation Trust (ACT) and the Moulton property,** which is 470 acres, is going into conservation, and the ACT are requesting a letter of support.
 - **Paddle the Border, Sunday, October 1** will begin at Newbury Crossing and end in Bradford near the dog park.
- **Kevin Knapp (Planning Board):** Knapp announced that there were three Public Hearings at the last meeting – a lot line adjustment for the Precinct of Haverhill Corner and the Aremburg Trust, a subdivision for Brian McElwee, and public comments and Board approval of the updated *2023 Subdivision Regulations*. Knapp noted that due to internet issues, the Master Plan was not discussed.
- **Vice Chair Joe Longacre (Parks & Recreation Commission):** Vice Chair Longacre reported that the next meeting is Wednesday, September 6, and a soccer program is running through September and October.
- **Rob O'Shana (Airport Zoning Commission):** O'Shana reported that an airport walk-through is scheduled for September 13 in preparation for Airport Awareness Day, Saturday, September 16. Chair Blanchard confirmed that the fire truck will be at the event.
- **Chair Phil Blanchard (ZBA and Public Safety Facility Committee [PSFC]):** Chair Blanchard stated that there was no ZBA meeting, and the PSFC was postponed.

CORRESPONDENCE: None.

PUBLIC WANTING TO ADDRESS THE BOARD (3 minutes):

- **Robinson:** Robertson discussed the School Board vs. Select Board meeting schedules. Robinson noted the School Board may have conflicts in February and April with budget Public Hearings, but after he reviewed the schedule, it will work out as presented. Chair Blanchard gave credit to TM Codling for the excellent schedule preparation.

PUBLIC SHOUT OUT!

Vice Chair Longacre announced the Public Shout Out! to the eight people who helped at the Tire Waste Collection event on Saturday. TM Codling reported that over 400 tires were collected, and she listed the names of the volunteers:

- Mike and Rebecca Young, Road Agent, and his wife
- Joanna Bligh, Planning and Zoning Clerk and transcriptionist
- Carole Brooks, Deputy Town Clerk
- Ty Brown, Police Officer, and Animal Control Officer

