

**Town of Haverhill
Select Board Meeting
MINUTES
Monday, October 24, 2022, at 6:00 PM
R. E. Clifford Memorial Building
65 South Court St.
Woodsville, NH 03785
Or on ZOOM**

CALL TO ORDER: Chair Fred Garofalo called the meeting to order at 6:05 PM.

Select Board Attendance: Kevin Knapp (Here), Katie Williams (Here), Mike Graham (Here), Vice Chair Steve Robbins (Here), Chair Fred Garofalo (Here). A quorum was met.

Town Employees Present:

Town Manager (TM): Brigitte Codling

Assistant Town Manager (ATM): Jennifer Boucher

Members of the Public Present

In Person:

Ed Ballam
Margo Longacre
Don Kimball
Richard Guy
Carolyn Hofmann
Matt Bjelobrk

Vickie Wyman
Joe Longacre
Darwin Clogston
Dawn Lavoie
Regis Roy
Paul Kidder
Alex Nuti-de Biasi (*Journal Opinion*)

Online:

Joanne Young
Jason Capps
Robert Maccini
Delcia Vinnacombe
Ron DeRosia
Janice Dube
Tom Mangels

Anthony Smith
Charlotte Holt
Evelyn Elms
Lorraine Prescott
Jake Cochran
Mike Bonanno
Aprille Paradise
Rick Henson

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

MOTION #1: Vice Chair Robbins made the motion and Chair 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 from the previous meetings

MOTION #2: Williams made the motion to approve the Minutes from **October 11, 2022**, meeting as amended. Chair Garofalo seconded the motion.

- Knapp noted that on page 7, Motion #8, Knapp voted Nay.

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:

- Richard Guy stated that the Town Manager stated that a municipality cannot fund the operations of another municipality, but, he stated, the current law is what was passed last year. Guy provided the Board with a document showing the changes in a current 2021 law that, he noted, the DRA probably did not have available to them. Guy noted that it is important to write to the DRA regarding this issue.
- Dottie Long asked for the last sentence to be read aloud.
- Chair Garofalo read:
“Highway block grant funds should be distributed according to the Department of Transportation formula. Any appropriations to the Woodsville Fire District by warrant articles duly directed by the voters present and voting at each annual Haverhill Town Meeting.”
- TM Codling read another section:
“Nothing in this section shall preclude the Woodsville Fire District from maintaining the roads within the District at the Districts own expense.”
- Chair Garofalo noted that the best the Board can do is to send a letter to the DRA.
- Dawn Lavoie noted that the residents need to read the whole truth about the lawsuit, which is detailed on the Town’s website.
- Graham identified a section about the Woodsville Commissioners :direct the expenditure of all money raised under the authority of the District and by the Town of Haverhill for expenditures.” Graham noted that this transfer of money is “legal and sanctioned.”
- Regis Roy stated that she wants the DRA’s decision appealed.
- Tim Robie noted that he feels some members of the Board are defending the practice of one municipality funding another without representation.
- Vice Chair Robbins stated that this is about the majority of taxpayers voting at Town Meeting, and the issue needs to go before a court for a judge’s decision.
- TM Codling noted that the District has filed that lawsuit to Superior Court and Supreme Court on October 12.

- Online resident noted that the Town Meeting vote was far short of the majority of taxpayers in Haverhill.
- Carolyn Hofmann asked that if the lawsuit is already filed why is this letter being written to the DRA.
- Darwin Clogston read a statement about the disparaging remarks by Ed Ballam at the last Select Board meeting and defended TM Codling's work for the Town.

PENDING (OLD) BUSINESS:

Review of Timeline for ATV/OHRV Use in Haverhill

TM Codling presented the ATV/OHRV use timeline that was developed in 2021, as follows:

- The season ends on October 31
- Augie's Bypass use is allowed after dark within the limits of the law.
- In Mt. Lakes, ATV/OHRV use shall end one-half hour after sunset and begin one-half hour before sunrise.

Review and Consider Letter to the DRA (second draft)

Graham asked about the process for Chair Garofalo's signature not to be included in the letter. Chair Garofalo expressed that the issue needs to be decided in court.

- Vickie Wyman commented that she agrees with sending the letter for clarification by the DRA.
- Paul Kidder noted that the Town of Haverhill and not Woodsville is the offending party.
- Knapp noted the letter should be sent to clarify the Town's needs, and he requested a Nonmeeting to discuss with council.
- TM Codling noted that
- TM Codling noted that Town Administration could help with drafting the letter.
- Mat Bjelobrck noted that by excluding the Town Manager in developing this letter, the Board is going against her contract.
- Vice Chair Robbins noted that if the suit is filed in court, he felt that nothing needs to be done.

MOTION #3: Knapp made the motion to send the letter as written to the DRA. Graham seconded the motion.

- Graham felt the letter would have been more useful before the District filed their lawsuit.

Roll Call Vote: Knapp (Aye), Williams (Nay), Graham (Abstain), Vice Chair Robbins (Aye), and Chair Garofalo (Nay). The Vote was two Ayes, two Nays, and one Abstention. The motion did not pass.

Chair Garofalo stated that the letter will not be sent.

NEW BUSINESS

Overview of Tax Increment Financing (TIF; RSA 162-K) Districts

TM Codling introduced ATM Boucher to discuss the TIF districts and whether they would benefit the Town. ATM Boucher noted that the option to use TIF has to be adopted at a Town Meeting. TIF is a public financing tool used for public improvements to encourage economic development. Examples include, public utilities, parking facility, streetscape and lighting, new parks or open space, and sidewalk or roadway upgrades.

TIF District – How Does It Work?

- Property tax revenue based on the original assessed values.
 - Over time, the property values increase, and that increased value is retained and used for TIF.
 - Rules: Adopt provision, establish development districts, develop TIF plan, and then the TIF plan is adopted by the municipality following a public hearing with the input from the county commissioners and the school board. A district advisory board is created.
- Limits on the TIF district – For one TIF district, it includes less than 8% of community's assessed value and no more than 5% of the town's land area; for more than one TIF district, it cannot exceed more than 10% of the land area or no more than 16% of the total assessed value. Money raised in the TIF district must be spend in the TIF district.

Discussion:

- Graham commented that he thought TIF was like giving developers a tax cut. ATM Boucher noted that he's referring to RSA 79-E (Community Revitalization Tax Incentive), which is in place in Haverhill with Woodsville and No. Haverhill under the Tax Incentive district both of which have been renewed in 2021.
- TM Codling discussed the possibility of a wastewater facility in No. Haverhill as a TIF district.

Review of the Master Plan Survey -- Results & Comments

TM Codling wanted to make sure the public is aware of the results, which are published on the Town's website.

TOWN MANAGER'S REPORT: None.

ASSISTANT TOWN MANAGER'S REPORT:

ATM Boucher reported on her areas of supervision:

Finance Department: The 2020 audit is still in process and is anticipated that the auditing firm will approve it soon.

The Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) [economic relief related to the COVID-19 pandemic] **Grant** was submitted for \$9,000, which had been approved by the Governor’s Council in May 2022.

The ARPA Airport Grant is for \$22,000, which can be submitted following the CEESAA grant is processed.

The Northern Borders Grant is in process with next steps to complete in order to receive the grant agreement.

The **Assessing Department** is seeking a contractor, and letters were sent out to assessing firms for services.

2022 Auction includes four properties, which will be auctioned at the beginning for December.

2023 Auction includes 34 parcels, which will decrease in number as repurchasing takes place.

Former Horne Property, which the Town owns, has a tree partially fallen down and the Town’s Maintenance Director has contracted for the tree removal.

The **Planning Board** will be meeting on October 25 with a Voluntary Merger and the preliminary review of a Lot Line Adjustment on the docket. The Board will be reviewing the Housing and Population chapter of the Master Plan and three zoning ordinances.

The **Tax Department** has collected 94.4% of the 2022 first issue taxes with an outstanding balance of \$288,964.47.

COMMISSION AND COMMITTEE REPORTS:

Chair Garofalo (Conservation Commission): Chair Garofalo had no report on the Conservation Commission.

Kevin Knapp (Planning Board): Knapp had no additional report from the Planning Board.

Steve Robbins (Parks & Recreation Commission): Vice Chair Robbins noted that the Parks & Recreation Commission meeting is coming up.

Michael Graham (Airport Zoning Commission): Graham reported that he was unable to attend the recent meeting, but Matt Bjelobrk reported that the Airport Commission members discussed the changes to the Scholarship Program.

Katie Williams (Zoning Board; Woodsville Advisory Committee): Williams noted that the Zoning Board nor the Advisory Committee has met.

CORRESPONDENCE:

