

**Minutes of Haverhill Selectboard Regular Meeting
Monday March 18th, 2019
6:00 PM**

Draft subject to review, correction and approval at the next meeting.

Board Members Present: Chairman Wayne Fortier, Fred Garofalo, Tom Friel, Darwin Clogston and Chris Luurtsema.

Interim Town Manager: Glenn English

Town Administrative Assistant/Finance Officer: Jennifer Collins

Members of the Public Present: Susie Tann, Joe Longacre, Margo Longacre, Dawn Lavoie, Mike Lavoie, Howard Hatch, John Hobbs, R. Roudebush, Doug Henson, John Nelepovitz, Joe Kirkpatrick, Maryellen Kirkpatrick and Bart Mann.

Call Meeting to Order: The meeting was called to order at 6:02 P.M. by Chairman Fortier.

Pledge of Allegiance

Agenda Approval: Tom made a motion to approve the agenda. Chris seconded the motion and requested that the letter from the Attorney regarding Powderhouse Hill be added under Old Business. Chris also mentioned re-visiting the Town Manager's contract in a non-public session to which Chairman Fortier agreed. The motion carried unanimously.

Consent Agenda: Tom Friel made a motion to approve the consent agenda. Darwin seconded the motion and it carried unanimously.

Scheduled Public Appearances:

- **Mike Lavoie:** Mike explained that at Town Meeting, it was publically stated by the Selectboard that the Haverhill Cemetery Corporation is dissolved. Mike Lavoie is requesting that the Town provide him and his wife the source of that information.
- **Howard Hatch:** Howard stated that the weight limit on the Haverhill end of Lily Pond Road is 10-tons and 6-tons on the Piermont end. Howard observed a tractor trailer truck turn around due to the change in limits and suggests the road have the same limit through its entirety. ITM English agrees with consistent limits on the road. Darwin Clogston made a motion to post the Haverhill end of Lily Pond Road to 6-tons. Tom Friel seconded the motion and it carried unanimously. Howard mentioned that there is still \$19,000 sitting in the Trust Funds, from the sale of a Haverhill Corner fire truck. Howard suggests it get transferred, in effort to avoid it being moved to the General Fund and get spent. Jennifer Collins stated that the Haverhill Corner Precinct will be discussing the \$19,000 at their next annual Precinct meeting. Howard stated there is still \$152,279 left from the Lily Pond Road project. Jennifer stated there is about \$400,000 available for road construction this year. Howard stated that permits have run out for three gravel pits and he is concerned the Clerk is not doing an adequate job. ITM English stated that he is re-instituting office hours and the Clerk will be in the office every Friday, 9am-11am. ITM

- English suggests addressing concerns to the Clerk on Friday's.
- **John Nelepovitz:** John shared that he is interested in filling the anticipated opening on the Planning Board.
 - **Joe Kirkpatrick:** Joe asked whether the Board will hold a Public Hearing regarding Powderhouse Hil. Chairman Fortier stated that he did not want to speak on behalf of the future Board, but that the only decision he believes the Board will have, will be in what manner the interest (if any) will be sold.

Pending (Old) Business:

- **Board/Commission Appointment Policy – 2nd Reading:** ITM English provided the Board with a draft policy and an update on the status on boards/commissions/committees. ITM English would like the Planning Board to get an update from Donny Hammond regarding his position. Howard will contact Donny. It was clarified that the six questions included on the policy, would be asked by the Selectboard for perspective appointees. Darwin suggested having all commission/committee/board terms end on the same month. Darwin also suggested confirming memberships to those whose status is unclear or near expiration. The Planning Board and the ZBA are required to track absences due to statute. Susie Tann suggested having a Leave of Absence policy for committees and ITM English stated that could align with the use of alternates. Tom would like to wait to vote on the policy until the new Board is in place. Tom Friel made a motion to appoint Chris Luurtsema, Joe Longacre and John Nelepovitz as alternate members to the Haverhill Planning Board. Darwin seconded the motion and it carried unanimously. Chris Luurtsema abstained from voting.
- **Powderhouse Hill – Letter from Attorney:** Darwin made a motion to make the letter from the Attorney public knowledge. Chris seconded the motion and it carried unanimously.

New Business:

- **Airport Commission Appointments:** Bart Mann and Susie Tann have both come forward with interest in joining the Airport Commission. There was no opposition from the Airport Commission. Bart and Susie answered questions asked by the Board concerning their vision for the Airport, their background and relevant skills. Chris Luurstema made a motion to accept Susie Tann and Bart Mann as members of the Airport Commission. Both Susie Tann and Bart Mann were sworn in by Chairman Fortier.
- **Deputy Treasurer Appointment:** Leslie Ramsay was voted in as the Treasurer of the Town. Until she can find a permanent Deputy Treasurer, Ramsay would like to nominate Jon Hobbs as her Deputy Treasurer so that he can assist her in the transition. Tom Friel made a motion to appoint Jon Hobbs as Deputy Treasurer. Chris seconded the motion and it carried unanimously.

Town Manager's Report: ITM English made some technical corrections with the SAU lease and also revised Section 6, which discusses use of the storage space.

Commission/Committee Reports: Tom summarized the last Airport Commission meeting which involved conversations about meeting minutes, Airport Manager job duties, state funding and starting the advertising process for a new Airport Manager. ITM English explained that he'd like to re-do the job description with a couple of Airport Commission members in effort to properly advertise the position.

Comments of the Public: None at this time.

Correspondence: None at this time.

Comments of the Town Manager: None at this time.

Comments of the Finance Officer/Administrative Asst: Jennifer asked if the Board would like her to separate Intents to Excavate from the Consent Agenda from future meetings, so they can be acted on separately due to the statuses of the gravel pits.

Comments of Selectboard Members: Darwin asked if non-residents can speak at committee/commission meetings. ITM English stated that although it requires a vote to allow non-residents to speak at Town Meeting, this does not apply at committee/commission meetings. Darwin would like to have a conversation about the gravel pits at the next meeting. Darwin apologized to Chairman Fortier and Chris Luurtsema for his statements regarding having them participate in the hiring process for the Town Manager, as he questioned their commitments.

Non-Public Session (if necessary) – RSA 91-A:3 II(b): Tom made a motion to come out of regular session and go into non-public session. Fred seconded the motion and it carried unanimously. The Board went into non-public session at 7:06 P.M.

Meeting Adjourn:

Minutes produced by Katie J. Williams.