

**Minutes of Haverhill Select Board Regular Meeting**  
**Monday August 5<sup>th</sup>, 2019**  
**6:00 PM**

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

**Board Members Present:** Darwin Clogston, Chair; Tom Friel; Howard Hatch; Fred Garofalo; and Matthew Bjelobrk.

**Town Manager:** Brigitte Codling

**Finance Officer:** Jennifer Collins

**Members of the Public Present:** Mark Lang, Jim Hobbs, Stuart McDanolds, Deborah McDanolds, John Bauer, Judy Bauer, Doug Henson, Sandi Pierce, Greg Mathieson, Margo Longacre, Joe Longacre, Mike Thompson, Alexis Collins, John Nelepovitz, Dawn Lavoie, Wallace Trott., Marie Bjelobrk, and Alex Nuti-de Biasi.

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

**Pledge of Allegiance**

**Agenda Approval:** Chairman Clogston stated Mark Lang and John Bauer would like to be added to the agenda under Public Appearances.

**Consent Agenda:** Fred made a motion to approve the July 22 Select Board meeting, July 29 Select Board Facility Tour meeting minutes and all other forms, manifests and other warrants. Matt seconded the motion and it carried unanimously.

**Town Employee Appearance(s):** None at this time.

**Pending (Old) Business:**

- **Ralph Wright 12/5/18 Court Order:** Chairman Clogston read the court order for the County Road property and TM Codling asked the Board what they'd like to do now. TM Codling mentioned the materials on the property are well within the right-of-way and the property is packed with belongings. Matt expressed concerns with the potential expenses that could come with the removal of some of the larger "property." Matt made a motion to have TM Codling do a preliminary walk-through of the Wright property to assess it. Howard would like a report of her assessment in two weeks. Howard seconded the motion. Chairman Clogston volunteered to go with TM Codling. The motion carried unanimously.

**New Business:**

- **Industrial Park Covenants:** Chairman Clogston would like to review the covenants. Fred asked how the covenants will be enforced and Chairman Clogston explained that the Board would refer the property owner to the appropriate Covenant(s) and review it with them. Chairman Clogston would like Board members to review the Covenants before the next meeting, so they can be discussed. The Planning Board would like to review the Covenants at their next meeting so Chairman Clogston stated the Board will wait to discuss until their feedback has been provided. TM will send the Business Park Covenants to the Planning Board for their review.

- **Airport House Asbestos Report & Abatement Action:** \$890 has been spent on the Airport House for asbestos testing. G.E.M. stated that an asbestos abatement is necessary and would be an additional \$1,245 for a total of \$2,135. Matt made a motion to proceed with the abatement and Fred seconded it. Howard asked who will fund this. Fred suggested having the Airport Commission pay for half of it and the Town pay for the other half. Matt will discuss this with the Airport Commission at their next meeting. The motion to proceed with the abatement carried unanimously.

#### **Scheduled Public Appearances:**

- **Michael Thompson – Fun Run Fundraiser:** Michael explained that he'd like to plan a fundraiser for the Woodsville Class of 2024 on October 12<sup>th</sup> that would ideally utilize the rail trail. Michael stated he has already spoken to the Police Department and they did not have any concerns. Funds raised by the class go towards graduation, class trip and prom. Fred ensured there would be signs on the road and volunteers to monitor participants throughout the fun run. TM Codling requested the fun run route avoid the Forest Street and Central Street intersection and to notify the Woodsville Precinct.
- **John Bauer and Mark Lang – ATV Club:** John stated there had been discussion regarding a waiver for the rail trail last year and wanted to know if there was an update on this. TM is still investigating the status and will bring information to the next meeting. Tom Friel suggested the ATV club contact Bob Giuda to see what he suggests.

#### **Public Wanting to Address Board:**

- **Stuart McDanolds:** McDanolds stated that he was the previous Road Agent and was let go for unknown reasons to him, following his scheduled vacation. He expressed concerns with his vacation time, as he came into the year with 159.36 hours and was told that he did not accrue any more from January through July. McDanolds explained he feels that he was disrespected and that his termination was handled inappropriately. McDanolds stated he never embezzled or misappropriated funds from the Highway Department. Matt Bjelobrk stated he was confused, because he had received the email from Stuart stating he was retiring. Stuart explained he realized what would be happening after discovering the locks had been changed and he received a message from TM Codling requesting to meet at 6am on Monday morning. Stuart stated he knew that when an individual gets terminated, earned time is not paid out, and he did not want to lose the 150+ hours he believed he had accrued.
- **Deborah McDanolds:** Deborah expressed concerns that she believes a Haverhill Town employee had been discussing Stuart in the Monroe Town Office. Deborah shared she feels that Stuart's termination was handled wrong and unprofessionally, and he was mistreated by the Town's Administration in multiple ways.

**Select Board Goals:** Fred suggested working on a mission statement before setting goals. TM Codling is working on a mission/vision statement for the Town. Fred's goals are as follows: Expediently handle all matters that come before the Select Board. Ensure roads and bridges are in good condition and are safe to travel on. Allocate funds from the fund balance to fill a desperate need, such as maintenance help. Work with the Town Manager to update the policy manual. Chairman Clogston stated he wasn't sure if there were funds available for Fred's third goal. Tom's goals include looking at Police reports, statistical data and crash reports regarding the intersection of Forest Street and Central Street. Matt would like the Board to deal with issues sooner than later and to create timelines for projects. Matt also suggested looking into RFID cards. Howard's goals include having surveillance systems installed on all Town-owned buildings and doing away with hand-written timesheets. Joe Longacre suggested basing the mission statement off the oath of office that all Select Board members, sworn in with. Darwin's goals include working to mitigate welfare risk, using trust monies more efficiently, developing a cooperative agreement with Woodsville and Haverhill departments and having everyone work together more.

**Town Manager Reprioritization:** TM Codling explained that pages three and four of her Goals, which were presented at the last Select Board meeting, are Capital Improvement items and are not necessarily goals. The first two pages are specific items that need to be addressed, whether it be in 2019 or 2020. TM Codling included addressing outstanding highway issues which include, Lily Pond Road, County Road & Linn Kiln Road resident concerns, and the Haverhill Corner parking issue. Chairman Clogston asked TM Codling for a copy of the Haverhill Bath Covered Bridge Agreement with Bath. TM Codling stated she had not yet located the agreement but will share the agreement with the Board when located.

**Town Manager's Report/Comments:** TM Codling explained that the Board was in support of selling the vacant lot at Chapel Street to the abutting property owner, pending the response of the tax deed letter to the previous owner. The Board also supported the sale of some of the granite blocks to the abutting property owner and the sale of any remaining blocks via sealed bid. The Airport will hold its annual Awareness/Community Day on September 21<sup>st</sup> from 11am to 4pm. Flights are scheduled from 12:00 until 3:30pm and there are seven confirmed pilots. There is no new news for the Clark Pond Road bridge project, except that we are still waiting for FEMA Funding to be obligated so that we can put the project out to bid. Work on Lily Pond Road has not begun yet; however, it is in the planning stages and the tree planting will be done first. The SAU has accepted the gift of 25 granite blocks and will be relocating the blocks from Railroad Park to their desired location this fall. The Heritage Commission stated they do not need the blocks and Tom will be asking the Recreation Committee if they have plans that would involve blocks. Any leftover blocks will be put up for sealed bid. TM Codling has been working with Alex from North Country Council and they have met with NHDOT Traffic & Safety engineers, the precinct, the NHDOT District 2 Engineer and others about the implementation of the demonstration project in early fall of 2019 at the intersection of Forest and Central Street. TM Codling explained they're looking to take out the wide turning lane at the top of Central Street before Forest Street and take out the back exit from McDonald's. Phase 2 in 2020 would involve removing the turning lane on Forest Street (south) and Forest Street (north) the street that comes out of Shaw's, as well as a new cross walk, and new markings. Phase 3 would be a long-term reconfiguration of the intersection by the NHDOT, which would need to be included in their 10-year plan. TM Codling read Department Head reports and let the board know that the PD was narrowing down candidates for their new police officer. Chairman Clogston asked if the Police Chief could come to the next meeting to give them an update on the Police Department.

**Finance Officer's Report/Comments:**

**Commission/Committee Reports:** Howard stated he would prefer not to serve as the Select Board representative for the Conservation Commission moving forward. Fred stated he would serve as the representative to the CC if they could change the night that they typically meet on.

**Correspondence:** None at this time.

**Comments of Select Board Members:** At some point the Select Board members would like to tour Kinder Forest, the Water Treatment Center, the Morrill Building, Business Park and the Pump House in North Haverhill. Nothing was scheduled at this time.

**Meeting Adjourn:** Chairman Clogston stated that there would be no need for Non-Public Session as listed on the agenda and asked for a motion to adjourn. Howard made a motion to adjourn the meeting at 8:31 P.M. Matt seconded the motion and it carried unanimously.

*Minutes produced by Katie J. Williams.*