

Minutes of Haverhill Selectboard Regular Meeting

Tuesday, December 27, 2016

Draft subject to review, correction and approval at following meeting.

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

Town Manager: Jo Lacaillade

Members of the Public Present: Chief Charles, Brandon Alling, Suzette Smith, Cecil Smith, Wallace Trott, Martha Trott, Derek Sullivan, Camden Elliott, Kaitlyn Barnum, Michael DiDomenico, Brian Alling, Melanie Elliott, Ryan Jarvis, Jamie Jarvis, Janet Surette-Mills, Lori Aldrich, Lisa Charles, Dan Marsh, Ed Ballam-Journal Opinion, etal

Call Meeting to Order: Chairman Fortier called meeting to order at 6:00 P.M.

Pledge of Allegiance

Agenda Approval (additions/deletions completed by Board consent):

Tom Friel made a motion to accept the agenda and the motion was seconded by Mike Bonanno. Darwin Clogston made a motion to make an amendment to the agenda to include "Process for Agenda." Chris Luurtsema seconded this addition and the Board approved this agenda addition unanimously.

Approve Minutes of Previous Meeting:

Tom Friel made a motion to accept last meeting's minutes and Mike Bonanno seconded the motion which carried unanimously.

Scheduled Public Appearance(s):

Swearing in Ceremony for Sergeant Alling:

Chairman Fortier read Alling his oath and the Board will sign and record on 12/28/16.

Comments of the Public:

No comments at this time.

Town Manager's Report:

Town Manager Lacaillade provided a written report to include that she and Jennifer Collins had met with the second insurance broker as requested by the Board. The current Town insurance policies end in July. Both brokers will come to the Town after the new year with their proposals. TM Lacaillade, Stuart McDanolds and Darwin Clogston met at Grafton County with Julie Libby, Jim Oakes, Richard Guy and Joe Maccini to discuss the sewer line issue. It is hoped that since there is not anything specific in writing as to who is responsible for what that an agreement can be reached for future maintenance issues. It was discussed that the interceptor where both lines join together makes the most sense. TM Lacaillade met with Bernie Marvin to discuss recycling

options. She met with NH DRED, Lower Cohase Chamber of Commerce and Grafton Regional Development Corp to see if there is anything they can do to assist Hubert's and keep the store open in Woodsville. There was an ATV meeting the week of 12/19/16, and though nothing significant was resolved, Jo stated that it was a good meeting and there was a decent amount of representation from the Town. It was also stated that NH DOT did not attend the meeting as expected. TM Lacaillade stated that five or six other New Hampshire towns are going through the same motions and hopefully there will be power with numbers. Wayne Fortier mentioned getting together with other towns to have a discussion and to create a *Task Force*.

Pending (Old) Business:

RSA 79:E:

TM Lacaillade stated that she is looking for an endorsement from the Board to gather further research until the vote goes to town voters at Town Meeting. Mike Bonanno made a motion to approve the research and it was seconded by Tom Friel and carried unanimously 1. Next, the Board will develop forms, organize a public hearing and then allow residents to vote on it.

Recycling:

The Board agreed last meeting to continue researching Option 2 and Option 3. Option 2, proposed by Pete's Rubbish Removal would take place at DMS Mini-Mart and has an annual cost of \$38,500 including the tipping fee. Option 3, proposed by Dan Marsh, would take place at the Armory and would have an annual cost of \$29,800 plus a \$50 fee to the State. Dan Marsh is also willing to set up a system for trash at the same site as well. The Board expressed concern about Option 2, in that the Town does not own the land where the container would be sitting and because of that, conflict could arise in the future. Dan Marsh suggests the Town store his recycling container inside the Armory, with the exception of Saturday's between 9:00 AM and 1:00 PM (proposed recycling hours). Darwin Clogston stated that he is concerned about storing the container in the Armory, as he wants to establish what is truly in the building before we allow more people access to it. Mike Bonanno made a motion to move forward with the recycling program and to decide on the permanent plan until after Town Meeting. Tom Friel seconded this motion and the Board agreed unanimously to move forward. When asked if Marsh would be open to setting up a temporary recycling program until the proposal is voted on in April, he said yes. The Town will reimburse Marsh on a pro-rate system. TM Lacaillade stated that the recycling system can begin once a contract is written and approval from the insurance company is received on the contract. This will take time and the best case scenario would be the end of January. Dan Marsh suggested to the Board that the Town create a sticker system, so this service is only accessible to Haverhill residents. The Board agrees, but will need to research a method that can be used from January to April too. Mike Bonanno made a motion to accept the proposal put forward by Dan Marsh and Tom Friel seconded the motion. The Board agreed 4-1, with Darwin Clogston opposing.

New Business:

Investment Policy – Annual Adoption:

TM Lacaillade stated that the policy has not been changed and that the verbiage is what the Town has been using for a number of years. Darwin would like clarification on the section that

reads “one or both,” when a number of financial institutions are listed after. TM Lacaillade will discuss this with the Treasurer. A motion to adopt the policy was made by Tom Friel and was seconded by Chris Luurtsema. The Board agreed on a vote of 4-1, with Darwin Clogston opposing.

Fund Balance Policy – Annual Adoption:

TM Lacaillade stated that the only section in the policy that has been changed is on Page 3, concerning figures and that this policy is adopted annually. The last few years, the Board has voted on a 4% hold, while the DRA recommends a minimum of 8%. This money is typically used to help offset the new tax rate and can be used for unexpected expenses. Chris expressed his interest in increasing the balance in order to decrease the amount of borrowing the Town does. The Board explained that by increasing the hold percent, the Town would not be able to help residents offset the tax rate as much. Chris would like more information on how much the Town paid in TAN interest in 2016. Mike Bonanno made a motion to adopt the policy at 4% and Darwin Clogston seconded it which carried unanimously.

Inter-Fund Transfers and Carry Overs:

In the past, the Board has approved inter-fund transfers. Chris stated that he would like to stop inter-fund transfers and carry over instead, as inter-fund transfers “muddy the waters.” Carry Overs allow a clearer view of how budget money is spent and where changes should be made. Chris Luurtsema set a motion for carry-over authorization verses inter-departmental transfers, contingent on receipt of grant funding. This motion was seconded by Mike Bonanno and carried unanimously.

Agenda Process:

Darwin requested that the Board receive the Selectboard Agenda earlier than they currently do. TM Lacaillade stated that she can send out a *tentative* schedule to Board members on Thursday that is subject to change. Wayne Fortier stated that this may help the Board be better prepared for meetings as a group and proposed to have an agenda be pushed out no later than Thursday 12:00 PM prior to meeting. Chris suggested that there be a meeting held prior to policy adoptions, so questions can be asked and answered in person rather than by email.

The Board agreed that if there are Town employees scheduled on the Agenda, that they discuss their department issues first, to avoid unnecessary overtime. If a spontaneous issue is brought up regarding a specific Town department, the Board will gather information and forward it to the appropriate Town employee.

Commission/Committee Reports:

None at this time.

Correspondence:

There was a possible alternative/temporary route for the ATV trail, put together by Mr. Bauer. TM Lacaillade will meet with the club to review the plan.

Ron Willoughby would like the Town to discuss the Northern Pass issue, as 18 surrounding towns have voted against it. It will be placed on the next agenda.

Comments of the Public:

Ed Ballam said there have been seven new appliances installed in the Woodsville Food Pantry. Because a lot of older appliances were replaced, the Town should expect a reduction in the electric bill.

TM Lacaillade stated that she is seeking Board approval for the change in mileage reimbursement. The new rate will be \$0.535/mile which is the IRS rate set for 2017. Tom Friel made a motion to approve this revision and Mike Bonanno seconded and it carried unanimously.

Comments of Selectboard:

Mike Bonanno felt that because Jo was unable to use all of her vacation time due to a shortage of Town staff for six months, two vacation days should carry over to 2017. Mike Bonanno made a motion to approve this and it was seconded by Tom and carried unanimously.

Motion to Adjourn:

A motion was made to adjourn the meeting at 8:45 PM by Mike Bonanno and was seconded by Tom Friel and carried unanimously.

Minutes transcribed by Katie J. Moyse.