

**Minutes of Haverhill Selectboard Regular Meeting
Monday October 1, 2018
6:00 PM**

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

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

Town Manager: Jo Lacaillade

Town Administrative Assistant/Finance Officer: Jennifer Collins

Road Agent: Stuart McDanolds

Members of the Public Present: Margo Longacre, Joe Longacre, Howard Hatch, Greg Mathieson, Mike Conrad, Harv Keyes and Jon Hobbs

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

Pledge of Allegiance

Agenda Approval: Darwin Clogston made a motion to approve the agenda. Tom Friel seconded the motion and the motion carried unanimously.

Consent Agenda: Tom Friel made a motion to approve the consent agenda. Fred Garofalo seconded the motion. Darwin made a comment regarding Page four of the minutes of the previous meeting regarding Comments of the Public. It was agreed to review the tape and discuss amendments at the next meeting. The consent agenda was approved unanimously.

Scheduled Public Appearances: None at this time.

Pending (Old) Business:

- **Lily Pond Road:** Road Agent McDanolds stated he is waiting to hear from Pike Industries to discuss when paving will begin. TM Lacaillade received an email from the foreman that stated paving is scheduled for mid-October, as they are running behind due to weather. Stuart McDanolds stated he believes the road is now improved and it has been treated for dust. Mike Conrad stated that the new road is much higher than the old road and he is concerned how the pavement will match into his driveway, which sits much lower than the road. Mike stated he was worried about drainage as well and would like a swale put in to control the water flow. Darwin stated he believes Pike Industries will be putting in a swale. Stuart stated that he originally wanted to put three culverts across Conrad's drive way but that it would involve a 20" stone-lined ditch on the lawn that sits on the Town's right of way. Stuart stated this would be an added expense because the equipment has been moved off the premises but does recommend putting in the stone lined ditch and three culverts to remedy this issue. Mike Conrad stated he would be okay with the installation of the three culverts. TM Lacaillade stated she will get a quote from

Chief. Chris Luurtsema made a motion to do what is necessary to remedy the issue at Mike Conrad's property. Tom Friel seconded the motion and it carried unanimously. Darwin Clogston asked what would happen if we paved the bottom 300' of Lily Pond Road, as we are still waiting to hear from the State. Stuart suggested seal coating the cracks that have started to form to protect what has been done so far and he stated the cost to seal the section will be approximately \$1,000. Chris Luurtsema made a motion to seal coat the lower 300' of Lily Pond Road. Darwin Clogston seconded the motion and it carried unanimously. There was a discussion about the State's involvement with the lower 300' of Lily Pond Road and if the Board could direct it to a higher authority. Chris Luurtsema made a motion to ask the State if the Town can re-pave the bottom 300' feet of Lily Pond Road and to open a dialogue with the State regarding the plan for the 300' feet of Lily Pond Road to make further progress with the project. Darwin Clogston seconded the motion and it carried unanimously. Chris Luurtsema asked if the loader was running and Road Agent McDanolds stated it was not but that we would hopefully have it back and running by next week with the re-built transmission. TM Lacaillade stated she will send the invoice for the rental loader to the transmission manufacturer, as the Town was not at fault for the bad transmission.

- **Purchase Policy Revision:** This is a second reading of the policy revisions. Last meeting, it was questioned whether there were missing sections of the policy or if the numbered sections were simply mis-numbered. TM Lacaillade did some research and believes the policy sections were just mis-numbered and they will be corrected within the revisions. The Board would like to view a clean copy of the policy with the corrected section numbers at the next meeting before voting on the changes.
- **Business Park Covenants and Criteria:** The Board read through the covenants and discussed potential changes. TM Lacaillade stated that if the Board proposes any changes to the covenants, a Public Hearing is required. Darwin Clogston suggested that the Board send the Attorney all proposed changes to ensure the language is appropriate and legal. Tom Friel asked the Board if the covenants should mandate water/sewer hook up to all business park lot buyers. Chris Luurtsema stated that because a lot was recently sold without mandating the sewer/water hook up, it may not make sense to require it moving forward. Chris recommends modifying the language in Section 9 and 10 to state that if the buyer/lessee requires water and/or sewer, they must hook up. This would include any future sales of the lot too. The Board discussed the section in the covenant that states a purpose of the covenants is to promote employment in the area. Chris Luurtsema volunteered to write the draft to present at the next meeting.

New Business:

- **Heritage Commission Prospective Member Interviews:** The Heritage Commission met on 9/27/18 and four prospective members showed up to be interviewed; Joe Longacre, Howard Hatch, Glen Page and Mike Lavoie. The four candidates did not like the way that the interview questions were asked and felt as if they did not have enough time to review before the interview. Joe Longacre gave the Commission four reasons why he did not want to move forward with the interview at that time and they were in regard to how the previous meeting was run and the lack of time the prospective members had with the interview questions before the interview process. Howard Hatch echoed Joe's response

and also stated that he could add balance to the Commission if he decided to join at a later time. Howard also questioned the wording of the minutes in the last Selectboard meeting regarding the questions and if they were truly written by Everett Sawyer. Jim Hobbs stated to the Heritage Commission that he wished to resign and left the meeting, which left the Commission without a quorum. Glen Page did not agree with the presentation of the interview questions and would like to sit in on a meeting or two before answering the questions. Mike Lavoie asked Evelyn Elms, who became Chairman of the Heritage Commission at the meeting if she would like it if he became a member. Elms and Fortier explained to Lavoie that they were concerned there would be a conflict of interest with Powder House Hill. Joe Longacre stated he was confused about the membership status of Jim Hobbs. Chairman Fortier stated prior to the last Heritage Commission meeting, Hobbs was a non-active member, as he had not attended a meeting in over two years.

- **MS-1:** Tom Friel made a motion to accept the MS-1. Chris Luurtsema seconded the motion and it carried unanimously. Darwin requested information on tax exempt land and buildings. Financial Officer Collins stated she could run a report for him.

Town Manager's Report:

1. Lily Pond is ready for paving which is now scheduled for mid-October. Caleb from Pike told me due to the weather of late they are 2 weeks behind in their schedule.
2. The culvert work on Lime Kiln Road started today.
3. As I notified you earlier by email, the lawsuit against the Town regarding the shooting is done.
4. I have reached out to the State DOT and trails division and the process for the waiver is getting underway.
5. The Highway Committee met on September 20th to start discussion on the replacement for Jon Irwin; the roads to be recommended for reclassification at the next annual meeting and Benedict's Way. We were not able to get all of it done and we will meet again, Tuesday, October 2, 2018 at 6pm.
6. Jon Irwin's retirement luncheon was very nice, and I believe much appreciated by Jon. Many thanks to Sandi Pierce (Howe) for putting it together on very short notice.
7. Jim Marshall has been working on getting different screens for the sign out front. I am not sure of the ETA for the replacements as Jim was not available today.
8. We have filed the required documents with the Court to move forward with the Wright property. Part of the request to the courts is an order that allows the Town, and potential bidders for the clean-up to see exactly what is there. Although Attorney Mitchell cannot guarantee that the order will allow us to clean up into next year they did so for the defendant, so the same consideration should be granted to us.
9. The asbestos report for Chapel Street was provided to you today. Darwin Clogston made a motion to move forward with the hazardous material abatement with the lowest bid at \$2,250. Chris Luurtsema seconded the motion and it carried unanimously. Chris

Luurtsema made a motion to approve the sealed bid from Demolition Works for the demo and raising of the home on Chapel Street in the amount of \$18,000. Fred Garofalo seconded the motion and it carried unanimously.

10. The Fire Department Funding Committee is scheduled to meet Wednesday, October 10, 2018 at 7pm.
11. There was an Emergency Operation Plan Update meeting on the 28th of September; the next one is scheduled for October 12th.

Commission/Committee Reports: The Planning Board met Tuesday, 9/25/18 and covered several voluntary lot mergers in the Mountain Lakes area. A review and inspection of gravel pits is scheduled for the first week of November and the Planning Board will be asking the gravel pit owners to do an overview of what is being stored at their gravel pits, as concerns have been raised. Chris Luurtsema stated that the Master Plan Planning Committee has been meeting but is not moving forward as quickly as they could be as volunteers are limited.

Correspondence: A letter from Town of Piermont indicated that the Selectboard met and accepted the 30-ton posting on their section of Lily Pond Road. TM Lacaillade forwarded the letter to Road Agent McDanolds. An anonymous letter was received that explained the inconvenience that the closing of Clark Pond Road has caused a family and they would like the road opened.

Comments of the Public: Greg Mathieson stated he was happy the Town would be improving the screens for the sign out front. Mathieson asked for a copy of the interview questions for the Heritage Commission and TM Lacaillade stated she made a note of his request. He went on to refer to photographs of four large storage tanks at the business park and would like someone to investigate whether they are going into the ground. Mathieson suggested looking into adding a section to the covenants regarding underground storage. He suggested that the Town look into signage directing people to places like Hazen Park and the Police Department. Margo Longacre thanked Court Street Arts for hosting Hogwarts Homecoming and stated it was a great success. Margo asked Wayne Fortier how the Heritage Commission plans on raising money and adding new members to the current three-member commission. Fortier explained that many volunteers are involved. Margo stated that she wished more people knew about Hazen Park, as it's well maintained and used frequently by campers at River Meadow Campground. Margo stated she does not think Mike Lavoie has a conflict of interest, as stated at the last Heritage Commission meeting regarding his interest in joining the Commission. When asked, TM Lacaillade explained that deed research had begun on Powder House Hill but the field work has not.

Comments of the Town Manager: TM Lacaillade said that both she and Stuart had received an anonymous letter from someone that is upset with Clark Pond Road still being closed. She would have liked to be able to respond to it and explain the circumstances.

Comments of the Finance Officer/Administrative Asst.: Jennifer Collins stated three checks have been received from the auctioneer totaling \$171,450 for 28 parcels. Collins explained that about another \$110,000 should still be coming in. A resolution with Woodsville Guaranty

Savings Bank needs to be updated and would in summary allow Jon Hobbs and Frank Stiegler to continue to act in a treasurer's capacity. Tom Friel made a motion to renew the resolution. Chris Luurtsema seconded the motion and it carried unanimously.

Comments of Selectboard Members: Darwin asked about the rail trail waiver and TM Lacaillade stated she would listen to the audio to double check what exactly was said. TM Lacaillade had an exit interview with Jon Irwin and Darwin asked if he could have some insight on the conversation. TM Lacaillade stated she was under the impression that the interview would not be public knowledge. Tom suggested having a non-public session at the next meeting to discuss the exit interview to get appropriate feedback. Fred Garofalo asked TM Lacaillade to ask Mr. Sabourn about his timeline, get an update and obtain his plan of action.

Meeting Adjourn: Chris Luurtsema made a motion to adjourn the meeting. The motion was seconded by Tom Friel and it carried unanimously. The meeting adjourned at 8:46pm.

Minutes produced by Katie J. Williams (Moyses).