

**Minutes of Haverhill Selectboard Regular Meeting**  
**Monday July 24, 2017**  
**6:00 PM**

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

**Board Members Present:** Wayne Fortier, Tom Friel, Mike Bonanno, Fred Garofalo and Chris Luurtsema

**Town Manager:** Jo Lacaillade

**Finance Officer:** Jennifer Collins

**Members of the Public Present:** Darwin Clogston, Howard Hatch, Raymond Thayer, Barbara Dutile, Paula Cilbrith, and Ed Ballam-Journal Opinion

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

**Pledge of Allegiance**

**Agenda Approval:** Tom Friel asked that the agenda be amended to add under old business Exit Interviews. Mike Bonanno made a motion to approve the meeting's agenda as amended. Fred Garofalo seconded the motion and it carried unanimously.

**Consent Agenda:**

- **Approve Minutes of previous meeting - July 10, 2017:** Mike Bonanno made a motion to approve consent agenda. Fred Garofalo seconded the motion and the motion was carried unanimously.

**Town Manager's Report:**

1. Sandi Howe has attended an Assessing Statutes class in Concord and will take the second one in October. This training is essential to providing good information to people when they come in.
2. The Benton Fire Contract is undergoing a counter proposal back to Benton; we hope to get it to them by the end of this week.
3. Much of the time since July 1, 2017 has been spent on the flood event including seeking bids for hired equipment and gravel as required by FEMA to start the reconstruction work. Up until now it has mostly been temporary work to get the roads open. We could not hire out some of the projects that need to be until a process is followed. As of this moment, we still do not have a FEMA declaration.
4. The Highway Committee met last week and discussed the specs for the highway truck that is to go out to bid. We will meet in August to review the quotes.
5. We held an Oral Board for the one in-house applicant for Chief of Police. The Oral Board consisted of Sheriff Dutile, NH State Police Staff Sergeant Victor Muzzey; Chairman Fortier and myself.

6. As time allows I am reviewing property in the Towns possession from tax deeds. Those that have the correct documentation will be put out for auction; the rest will require more research. Melinda Boutin, the new tax collector, is organizing files for future tax deeding properties to and we will review to make sure they have had the proper process followed to tax for tax deed.
7. Dead River is reviewing our building for suggestions and to give quotes to upgrade our HAVC systems. I will be reaching out to at least one more company for their input and quote. When the time comes that we can include it in a budget, we will go through the full bid process.
8. Granite State Power Link will be giving a public presentation of their project, Tuesday July 25th at 6:30 pm in the gym of the JRM building.
9. Atty. Mitchell has petitioned the court to allow us to enforce the order on the Patton property and raze the building.
10. Atty. Mitchell has filed a motion for contempt or alternative relief on the Wright property.

#### **Old Business:**

- **Exit Interview:** Tom Friel has expressed interest in updating the Town's current exit interview policy. Tom stated he would like exit interviews to be optional and for people to have the choice to meet with the Select Board or not. The Board will collectively review comparative policies from other towns and will discuss the Town's policy at a future meeting. Police Chief Byron Charles will have an exit interview with Town Manager Lacaillade on July 27<sup>th</sup>, 2017.

#### **New Business:**

- **Paula Cilbrith - Appointment to Recreation Commission:** Paula Cilbrith expressed interest in being appointed to the Recreation Commission. The Selectboard agreed Cilbrith would be a valued member of the Commission. Paula Cilbrith was sworn into the Recreation Committee by Chairman Fortier. Mike Bonanno made a motion to appoint Paula Cilbrith to the Recreation Committee. The motion was seconded by Chris Luurtsema and carried unanimously.
- **Payroll Direct Deposit - Jennifer Collins:** Currently, Town of Haverhill employees do not have an option for traditional direct deposit and several employees have asked Jennifer if it would be possible to get it. For direct deposit to be possible, the Town payroll clerk would need to process payroll on Monday's by 2:00 P.M in order for direct deposits to hit accounts Tuesday morning. The Selectboard would then need to sign the manifest Monday nights. After a brief discussion Fred Garofalo made a motion to approve the implementation of direct deposit for Town employees. Tom Friel seconded the motion and it carried unanimously.
- **Intergovernmental Ambulance Agreement:** Mike Bonanno made a motion to accept and sign the Intergovernmental Ambulance Agreement. The motion was seconded by Fred Garofalo and carried unanimously.

**Commission/Committee Reports:** The Airport Commission met and primarily discussed Airport Awareness Day which will be held on September 16<sup>th</sup> with a rain date of September 17<sup>th</sup>.

**Correspondence:** The Board received the monthly issue of New Hampshire Town and Country magazine, and an invite to the Haverhill Corner Fire Department open house.

**Comments of the Public:** Howard Hatch offered the Board constructive criticism in regards to preparedness for meetings and specific policies regarding internal applications to Town positions. Paul Hatje requested to be placed on the next meeting's agenda.

**Comments of the Town Manager:** TM Lacaillade said that Sergeant Wallace Trott will be retiring the end of August 2017 and has turned in a letter to that effect.

**Comments of Selectboard Members:** FEMA will be in North Haverhill Tuesday August 1<sup>st</sup> to review the bridge on Clark Pond Road and other related storm issues. The Board briefly discussed placing a sign on Benton Road to notify travelers the road is not a thru-way in a manner that would not negatively affect business for Black Mount Country Club.

**Adjourn Meeting:** Mike Bonanno made a motion to adjourn the Selectboard Meeting at 7:10 PM. Tom Friel seconded the motion and it carried unanimously.

*Minutes produced by Katie J. Moyse*