

**Minutes of Haverhill Selectboard Regular Meeting
Monday September 17, 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
Excused Members:

Town Manager: Jo Lacaillade

Town Administrative Assistant/Finance Officer: Jennifer Collins

Police Chief: Brandon Alling

Animal Control Officer: Katie Balzano

Members of the Public Present: Gary Hebert, Frank Rodimon, Don Mitchell, Senator Guida, Margo Longacre, Joe Longacre, Dawn Lavoie, Michael Lavoie, Frank Steigler, Mark Lang Howard Hatch, Ed Ballam, Jim Hobbs, Tina Hebert

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: Fred Garofalo a motion to accept the consent agenda. Chris Luurtsema seconded the motion and it carried unanimously.

Scheduled Public Appearances

- **Frank Rodimon, Piermont Road Agent:** Rodimon does not believe there is sufficient truck traffic to post the road. Darwin explained that the Board does not want to infringe but is looking to protect the investment that has been put into the road. Rodimon stated that posting the road at six tons is too restrictive so Darwin suggested a 20-ton weight limit. Fred would like to know what weight Lily Pond Road is designed to handle. There was discussion regarding a 30-ton limit. Chairman Fortier would like the Board to begin considering setting a weight limit for all paved roads in Haverhill to maintain consistency. Chris Luurtsema made a motion to request the Town of Piermont Selectboard to review and accept the Town of Haverhill Selectboard's proposed 30-ton weight limit on Lily Pond Road. Tom Friel seconded the motion and it carried unanimously. Piermont Selectboard member, Don Mitchell said he could not speak for the Board as a whole, but personally he could get behind the proposed 30-ton weight limit. Mr. Mitchell said he would discuss it with the rest of the Board at their next meeting.

- **Frank Steigler, ATV Club:** The ATV Club would like to put up fencing, large rock and staymat around Augie's Pavilion. This would be at no expense to the Town. Tom Friel made a motion to allow the improvements mentioned above. Fred Garoalo seconded the motion and it carried unanimously.
- **Chief Alling & Animal Control Officer Balzano:** Chief Alling introduced Katie Balzano to the Board and stated that she has been very responsive in her new position as Animal Control Officer. Balzano shared her background, a few of her goals and answered several questions from the Board. Balzano was sworn in by the Town Clerk as the Animal Control Officer for the Town of Haverhill.

Pending (Old) Business:

- **Rail Trail Waiver:** Senator Guida explained that the Board could move forward in a couple of different ways including but not limited to civil disobedience, swapping federal funding for state funding and applying for a waiver. Senator Guida suggested it would be in the Town's best interest to start with applying for a waiver. Tom Friel made a motion to request the waiver. Darwin Clogston seconded the motion and it carried unanimously.

New Business:

- **Business Park Covenants – 1st Reading:** The Board will review the covenants and discuss the desired changes together before drafting new covenants. It was mentioned that there is a lot of ambiguity present in the covenants and stipulations like the use of sewer line should be cleared up. The Board agreed to study the covenants, identify concerns and come up with revisions before the next meeting.
- **Purchasing Policy – 1st Reading:** Chris Luurtsema revised Section 8 Part 3 Letter C regarding performance bonds over \$25,000 and added Letter D to dictate payment bonds over \$35,000. Chris stated that Section 7 was missing from the policy and Town Manager Lacaillade will look back to see if the section numbers were simply a typo. The Board will do a second reading of the policy at the next meeting.
- **Airport House Inspection:** The Airport Commission wishes to raise the building. Town Manager Lacaillade stated that the current tenants were sent both a standard letter and a Certified letter stating they need to be moved out by the end of October. There was discussion about refurbishing the building. Senator Guida offered insight on FAA funds that may become available once the beacon is installed and suggested deciding afterward. Concerns were raised regarding the potential presence of lead paint and/or asbestos siding. It was suggested that the Town reach out to the fire departments to see if there is interest in a burn for training purposes and if not, the Board will need to discuss other options to get rid of the building. Howard Hatch reminded the Board that once the tenants are moved out, the water will need to be shut off and the lines drained.
- **Pole Licenses:** Both pole license applications are for replacements. Tom made a motion to approve the pole license applications and to allow the chairman to sign on behalf of the

board. Chris Luurtsema seconded the motion and it carried unanimously. Chairman Fortier signed both licenses.

Town Manager’s Report:

1. Lily Pond Road is hopefully done with the construction end by the end of today; if not tomorrow. Right now we are scheduled for paving the beginning of October but as soon as we know that Chief is done, we will see if they can bump us up some. It appears that the State Driveway permit will not be issued due to a drainage system on private land and the State wanting us to take responsibility for it. They also want a survey done and a plan to improve the entrance off 25. I believe it was Darwin that asked about a crack fill and sealant on the bottom part and we can definitely reach out to the company that did the parking lot if the Board wants to do this. Steve Tegu has kept a full log and taken pictures which he will provide when his work is done.
2. The RFQ for culverts on Lime Kiln have been opened and awarded. There were 3 contractors that bid and Blue Mountain Trucking and Excavating was the low bidder. That project will be underway soon.

Blue Mountain Trucking and Excavation	\$75.00 per hr.
Chief Logging and Constr. Inc.	\$75.00-\$180.00 per hr.
J.S. Mitchell	\$90- \$125 per hr.

3. The RFQ for demolition of the house on Chapel Street have been opened. The apparent winning bidder would like to dismantle the property for salvage and remove the balance of the debris as well as fill in the cellar hole. We now own the property, it was taken by tax deed. We have not received the asbestos report as of this moment.
4. The RFQ’s for Clark Pond Road Engineers have been received but not reviewed. They were due Friday.
5. There have been many concerns raised about the sign because of being able to read it. It is a work in progress as we try to make it readable and provide the necessary information. We, at the office level, do not currently have any control of the sign, we provide the information that we want on there to Jim Marshall and he does it. We will receive training in the near future to be able to access it and work with it. If, after a time we are still not getting the result that we wanted, we will work with the company to get something different. Ray Rheume has offered his assistance and has a lot of knowledge regarding these signs so hopefully he and Jim will get it working to everyone’s satisfaction. I do want to say that we have had people step forward that love them and know that we are working towards making them the best that they can be.
6. The Highway Advisory Committee will be meeting in the next couple of weeks for 3 issues: a discussion about the opening at the Highway Department; the roads that will be proposed for reclassification at Town Meeting; and Benedict’s Way.
7. We have gone past the deadline for Mr. Wright’s property to be cleaned up. I have sent Attorney Mitchell an updated video of the property to see what the next step will be.
8. We have tentatively set a Fire Funding Committee meeting for the 25th of September at 7pm but I did note today that the SAU is having an important Local Educational Funding presentation on the 25th from 6-8.

Commission/Committee Reports: Airport Awareness Day had a lack of aircraft to provide children with rides and this will be discussed at their next meeting in preparation for next year’s event. The beacon will be put up on October 6th for two weeks.

Correspondence: Multiple emails from Town Manager Lacaillade and Finance Officer/Administrative Assistant Collins, NH Public Funding Campaign, a letter from North Country Council regarding electing an appointee to attend meetings, an email from Bill Daley notifying of his resignation

Comments of the Public: Jim Hobbs believes Heritage Commission volunteers should be able to be sworn in now, as the Commission needs volunteers. Chairman Fortier stated he can speak to the Heritage Commission. Normally new volunteers are recommended to the Selectboard by the respective commissions/committees. Then the volunteers go before the Board, are interviewed and then approved or denied by the Selectboard that time. Jim discussed missing minutes from the Heritage Commission from 2016 and the Right to Know policy. There was a discussion about the process of joining the Heritage Commission and the set of questions that Everett Sawyer put together to ask applicants before they're vetted into the Commission.

Comments of the Town Manager: None at this time.

Comments of the Finance Officer/Administrative Asst.: Jennifer Collins explained that 14 properties were actually deeded and the Board signed the deeds. The 14 properties included nine land-only, two mobile homes and three with land and building. Rick Sager is on board to run the next auction. Funding from the last auction will start coming in soon.

Comments of Selectboard Members: None at this time.

Non-Public Session RSA 91-A:3,II(a): Chris Luurtsema made the motion to come out of public session at 8:11pm.. Tom Friel 2nd the motion and it carried unanimously.

Tom Friel made the motion to enter into non-public in regards to 91-A:3, II(a) @8:14pm. Chris Luurtsema seconded the motion and it carried unanimously.

Chris motioned to reconvene the public session at 8:37pm. Darwin Clogston seconded the motion and it carried unanimously.

Tom Friel made the motion to seal the minutes. Fred Garofalo seconded the motion and it carried unanimously.

TM Lacaillade mentioned to the board about public displeasure with the construction at McDonald's in Woodsville and that the construction crew said they had been given permission by the Town to use the McDonald's exit as an entrance for a three day period. She informed the board that contrary to what is being said in the public no one in her office gave that authorization. The only conversation on this topic which was had in the office was a telephone conversation with the A/P Clerk, Sandi and she referred the caller to the Woodsville Fire District Commissioners who would have the say if permission was given.

Darwin Clogston motioned to deny the request made by Jon Irwin. Chris Luurtsema seconded the motion. The motion carried unanimously. Chris noted that his vote was so that he could remain consistent with what is published in the personnel policy.

Meeting Adjourn: Chris Luurtsema made a motion to adjourn the meeting. The motion was seconded by Fred Garofalo and it carried unanimously. The meeting adjourned at 8:41pm.

Minutes produced by Katie J. Williams (Moyses).