

Town Manager's Report to the Select Board Monday July 6, 2020

Town Hall Re-Opening:

The Town Hall will re-open to the public by appointment July 13, 2020. The Town will be implementing a new scheduling software (Appointment Plus) this week for the public to use to schedule appointments with various appointments. There will be a door monitor who will take visitor's temperatures. Masks will be required in the Town Hall.

Town of Haverhill Fire Department:

At Haverhill's Annual Town Meeting the Town voted to create the Town of Haverhill Fire Department and accept both the North Haverhill and Haverhill Corner Fire Departments should the two precincts independently at their Annual Precinct Meetings vote to relinquish their fire departments so they can become part of the Town Fire Department. Subsequently, North Haverhill at their Annual Precinct Meeting voted to do just that and so the North Haverhill Fire Department will become the first station to join the Town's new Fire Department. At the Haverhill Corner Precinct Annual Meeting the residents of that precinct will vote on a warrant article asking residents whether they wish to join the Town Fire Department. Development of the new Town of Haverhill Fire Department has begun. The Town Fire Department Committee has held four meetings.

- April 29, 2020
- May 12, 2020
- June 2, 2020
- June 16, 2020
- June 30, 2020

The committee will continue to meet bi-weekly throughout the year. The next Town Fire Department meeting is scheduled for July 14, 2020 at 7:00 PM over Zoom.

The connection information can be found on the Town's website calendar, its posted to Facebook, and also published on the Haverhill Vital Communities listserv.

Clark Pond Road:

The Contractor, Austin Construction mobilized on June 22nd. The project has a completion date of October 9, 2020. The bridge will remain closed and road will remain closed to through traffic until the project is complete.

French Pond Road Project:

1. Work is on-going to collect signed Temporary Construction Easements.
2. Collaboration with utility companies has begun.
3. Saw cutting for culvert replacement began last week and culvert replacements begin this week.
4. The roadway regrading and paving portion of project has been formally put out to bid.
5. Plans for tree removal is on-going but actual work will need to wait until all easements are received.
6. Pre-bid meeting was held on June 30th at 10:00am on-site.
7. Paving Bids will be opened this Thursday July 9th 2:00pm over Zoom.

Woodsville Lawsuit:

The Town through its lawyers have been served with a summons and we are now working with our lawyers to prepare a response.

Status of Requests for Bids:

The Town will be putting out to bid or quoting the following projects or services.

- Center Haverhill Armory Roof
- Plumbing Services
- Hazard Tree Removal
- Granite Blocks
- Oil and Propane (*group bid*)
- Roadside & Trailside Mowing (*if Hwy Dept does not do it themselves*)

Dean Memorial Airport Safety Study:

The safety and feasibility study was approved at Town Meeting, however, the State of NH has paused all funding for projects with a Completion Date later than 2020. Though the project was slated to wrap up in the fall of 2020, the project has an AIP funding completion date in 2021. The NH Bureau of Aviation has stated that they will let us know as soon as the “pause” is lifted, which will likely occur this summer. Once that happens, we will sign the Agreement & Notice to Proceed, after which Dubois & King can start the project. Grant still “paused”.

Central / Forest Intersection:

The NHDOT has verbally approved the Town’s excavation permit for Phase one (1) of this project. Phase one (1) is to remove the wide turning lane in front of McDonalds in an effort to narrow the intersection and eliminate cross-traffic issues. Specifically, work will now include the removal of pavement, installation of loam and seed. There will be warning signs to alert the public that there will be a new traffic pattern at the intersection. Town is waiting for formal approval before scheduling the work to be completed.

Blackmount Trail Update:

We filed a 91-A Request with the NHDOT and a FOIA Request with FHWA. We have now received a response from both entities. Neither produced a copy of the original grant application, award letter, or agreement. They did provide emails, letters, and other correspondence. We have determined that the TE Grant allows for many uses of these grant monies, to include the “*Preservation of abandoned railway corridors...by acquiring railroad rights-of-way; planning, designing, and constructing multi-use trails.*” Which is promising as that is what we ultimately want to use the trail for. Throughout the TE Grant documentation I have yet to find a stipulation for the overall grant that says, “no wheeled vehicles”. If that language existed it would have to be outlined in the original grant application, award letter, and agreement; which to date no one can produce. Discussed this with the Town’s law team and they have recommended we get the trail appraised with intended restrictions; which I will arrange soon. Once we know the “fair market value” then we can develop a plan of action. No appraisal yet.

Northern Borders Regional Commission (NBRC) Grant:

The proposed project is to perform a Wastewater Treatment and Collection System Feasibility Study, which would look at developing a collection system and wastewater treatment plant within the precinct of North Haverhill, with the option of future expansion beyond the precinct boundaries into areas such as Mountain Lakes. The purpose of creating this new system would be to promote the economic and residential development within the Town of Haverhill.

Connecting NH Emergency Broadband Expansion Program Grant:

The proposed project is to construct a public mesh WiFi network that will be available free of charge to residents, businesses, and visitors along 1.8 miles of Central Street in the Village of Woodsville as well as 2.21 miles along Route 10, Route 116, and Airport Road in North Haverhill. The entire project, both locations are within the Town of Haverhill, which is the seat of Grafton County.

Department Head Reports:

- ❖ **Town Clerk** – The Town Clerks Office continues to get a large volume of calls for assistance remotely. The Deputy Town Clerk position has been advertised and we have received two resumes. The Town has re-advertised the position to ensure competitive recruitment.
- ❖ **Tax Collector** – This week has been extremely busy. Tax bills were due on July 2nd. I worked on apply lots of tax payments online, drop box and mail. Total deposit just for this week was \$1,460,413.77 of that \$104,537.67 was electronic payments. Liens went on all unpaid 2019 taxes on June 19th.
- ❖ **Property Records** – Processing building permits, intent to cut permits, intent to excavate, report of excavations, etc.,
- ❖ **Planning & Zoning** – The Select Board has set Reclamation Bonds but to date none have been posted. Once the Town received the bonds the Planning Board can move forward with finalizing permits of active gravel pits. The hired PE has started inspections with the Planning Board.
- ❖ **Highway Dept** – Cemetery Road was paved, and a portion of Court Street was skimmed. Work has begun on the Clark Pond Bridge. The Highway crew has been replacing culverts on French Pond and preparing for paving along that road.
- ❖ **Dean Memorial Airport** – There was a tour with the Select Board last Monday night, this went well. Paved platforms for picnic tables are complete. Other than that, business as usual.
- ❖ **Maintenance Dept** – The Maintenance Dept has been working on getting both VFW park and RR park worked on wood chips will be here Tuesday a 6am. New lumber for park benches and picnic table for RR Park, we and I have started repairing benches also we installed new rubber mats for all swing sets, We are still painting in PD and Town Admin office area. I had to build out areas and make stops for new glass in Town Admin and Town Clerks office and we got glass installed

last Wednesday, also doors got hung in Admin office and I met with Hoods plumbing to get new toilet for PD; over all keeping in touch with everyone to meet there needs.

❖ **Police Department** –

- Officer DiDomenico is now an FTO
- Conducted oral boards for a possible hire
- Chief Alling attended the HASMPC meeting
- Chief Alling is still in almost daily meetings regarding COVID-19
- The staffing study is progressing
- The PD is currently in a stable supply of PPE
- The PD office is still closed, but patrol activities have returned to mostly normal with additional precautions taken due to COVID-19

❖ **Welfare Dept** – Processing applications for assistance and working with Brigitte and Jennifer regarding eligibility. The guidelines have been updated and are with Brigitte and Jennifer for review. Shelters are still not taking in new people due to the virus. This is causing the Town to pay out more money for motel/hotel stays.

❖ **Emergency Management** –Sitting in on Emergency Operations Center (EOC) calls and keeping appraised of COVID-19 issues. Working with the TM and Chief of Police on concerns reported related to businesses opening.

❖ **Public Health** – With the Governor’s Stay at Home 2.0 Emergency Orders there has been an increased need for the Health Officer to respond to questions, comments, and reports of violations of the EOs, which has kept the Health Officer very busy. Continued inventory of junk/garbage issues and/or junk car issues around Haverhill.

❖ **Parks & Recreation Dept** –

- A.P. POOL: The pool will not be opening this year, however, taking the time to perform some maintenance work at the pool.
- Senior Stretch & Drums Alive ZOOM classes: These classes continue DAILY and there has been an increase in participation. Attendees seem to really like the Zoom class platform.
- HARP Summer Camp: There will be no summer camp programs in July, still assessing for the rest of the summer.
- Hazen Park: There are now Friday Senior Stretch class at the park at 9am for those interested. Currently working on summer programming for Hazen Park.
- Railroad Park & the Caboose: The first acoustic music jam took place last Sunday and everyone did a good job with social distancing and respecting each other’s space. There will be a Farmers Market next weekend and the JAG teens will be helping to repaint the Caboose over the next few weeks.

- Community Garden: The new community garden is coming right along. Michael of Hillside Hives has spear headed this venture and done a fabulous job! Residents are urged to visit the garden, it sits behind the storage units behind the Clifford Memorial Building, right along the river.

"Thinking things through is hard work and it sometimes seems safer to follow the crowd. That blind adherence to such group thinking is, in the long run, far more dangerous than independently thinking things through."
~ Thomas J. Watson