

**Town Manager's Report  
to the Select Board  
Monday March 1, 2021 at 6:00 PM**

**Town of Haverhill Fire Department:**

The Town of Haverhill Fire Department presentation was delivered on Thursday February 11, 2021 at 6:00pm at the Clifford Memorial Building, over Zoom, and was broadcast live on Facebook. A copy of the presentation can be found on the Town's website, on the Town Fire Department webpage.

**2020 Annual Town Report:**

The 2020 Town Report is available at the Town Administration building, they are located on the table just inside the front door.

**2021 Town Meeting Schedule:**

Due to the COVID-19 State of Emergency, the 2021 Annual Town Meeting cannot be held per safety protocols. In accordance with HB1129 the Select Board opted to hold Town Meeting virtually. The schedule and instructions for the public have been were mailed to every registered voter and published in the local papers to ensure the public know how the process will work. Voting on both School and Town ballots will take place at the Haverhill Coop Middle School on Saturday March 13<sup>th</sup> from 8am-7pm.

**Dean Memorial Airport Safety Study:**

The airport safety & feasibility study is underway, we were presented with a draft of the first two chapters and worked with the consultants from Dubois & King on planning for additional data collection and eventual public meetings.

**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. Work will now include the removal of pavement, installation of loam and seed. The Town still needs to provide the NHDOT with an updated schedule and estimate for the project. We intend to complete this work in the summer of 2021.

**Public WiFi in Woodsville Project:**

The proposed project is to construct and deploy a Mesh WiFi Network along central street in the village of Woodsville. Mosedale Integrated Solutions has determined that broadband speeds in Woodsville can easily support this effort. We have been working to identify potential host locations along Route 10. A letter went out to the many Woodsville businesses inviting them to participate as hosts for this public service network. We will be visiting potential hosts next week to make a final determination of interest. Once this phase is complete Andy Mosedale will present his findings to the Select Board. We expect to be able to be prepared to discuss with the board at their next meeting.

### **Grafton County Broadband Committee:**

The committee has the full support of the Grafton County Commissioners who are prepared to assist the committee, to include bonding of future projects, which is now allowed by SB170. The committee has narrowed the scope of its efforts to two avenues; one to bring high speed internet into all Grafton County communities, and two to develop a model by which local communities can get rural residents connected to that highspeed service. The Grafton County Commissioners have agreed to provide the committee a budget to assist with our work in 2021. The next step for the committee is to send out an RFI to all broadband service providers to acquire unserved and served locations.

### **Woodsville Lawsuit:**

The Woodsville Fire District filed a lawsuit against the Town of Haverhill in Grafton Superior Court in 2019, related to Town funding of the Woodsville Highway Department. Both parties are now in the discovery period and deposition of witnesses have begun. All filings are public record; the hearing is tentatively scheduled for September 2021.

### **Black Mount Trail Update:**

George Sansoucy is performing an appraisal on the trail now; once we know the “fair market value” then we can develop a plan of action. Ultimately, the goal is to be in a position to legally allow ATV/UTV traffic along the trail again should the Select Board and the public wish to do so.

### **Wastewater Treatment & Collection System Study:**

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. The feasibility study will be put out to bid, there is money in the sewer budget to cover the cost of this study, and we will pursue grant opportunities in 2021 as well.

### **Wastewater Collection in North Haverhill & Treatment in Woodsville:**

Kevin Shelton, Woodsville Administrator, and I met in October 2020 to discuss the current status of wastewater being collected and pumped to the Woodsville treatment facility and all associated processes. The discussion included:

1. Current Agreement
2. Out of District Sewer Pump Station and Sewer Line
3. Out of District Sewer PM Contractor
4. Out of District Maintenance and Operational costs
5. Out of District Capital Improvements
6. Planning in District Capital Improvements
7. Discharge Limit from Out of District
8. Economic Development Impacts
9. Sewer Ordinance (old and new)
10. Related RSAs
11. DES & DOS Regulations
12. User Hook-Up Agreements
13. Discharge Allocations for Users
14. Hook-Up Process & Fees
15. Billing Process & Rates
16. Communication (local, state, federal)

It was a very productive conversation; we will be working together to gather all the necessary data to fully evaluate and develop a proposed work plan moving forward. We need to schedule a meeting to continue these discussions. Also, the Town has put on the 2021 Warrant an article to create a Sewer Capital Reserve Fund (CRF) in accordance with RSA 35:1 for the collection of unexpended sewer related funds. On Thursday February 16<sup>th</sup> Jennifer attended the Woodsville Precinct meeting related to the precincts proposed Sewer Ordinance.

### **Haverhill Police Department Recruitment:**

The Town of Haverhill has published the permanent position of Chief of Police. The Town of Haverhill seeks a talented and experienced Chief of Police who will continue the positive, supportive, and respectful leadership that Interim Chief Derek Sullivan has brought to the HPD. The Town has received applications for this position and will start scheduling interviews. The position is open until filled.

### **Bath-Haverhill Covered Bridge:**

The bridge had been red listed and then decommissioned due to its lack of structural integrity by the NHDOT. After decommissioning ownership was transferred to the Town. The bridge received a very hefty renovation which addressed the superstructure. The approaches above the abutments experience sink holes develop each year and the pier has scour occurring which puts the substructure integrity in question. TM met with Sean James of Hoyle, Tanner & Associates, Inc. to review the structure. It has been determined that there was some work done to both abutments and at the pier, however, not all recommended work was done, which is now showing signs of wear. The voids in the pier and in the approaches will need further evaluation, as will the sag that exists at the south end of the bridge. We signed an agreement for Hoyle, Tanner & Assoc to perform the structural evaluation, which will take place in the Spring of 2021.

### **Department Head Reports:**

- ❖ **Tax Collector** – Nothing new
- ❖ **Town Clerk** – Preparing for voting on March 13<sup>th</sup>.
- ❖ **Dean Memorial Airport** – Working with the consultant on the safety study. Still pulling together pricing information from vendors for the fuel farm credit card reader.
- ❖ **Highway Dept** – The highway department has been working to unplug frozen culverts and making sure that icy roads are treated.
- ❖ **Maintenance Dept** – Working with Alliance Mechanical on trouble shooting lingering issues with the JRM heating system. Steam traps were replaced, but more are needed. Working to establish a temporary facility for animal control until a new one can be established. The tree on Ammonoosuc Street was removed. Will begin pricing out the replacement of the bathroom in the PD.

- ❖ **Police Department** –  
The Police Department has returned to 24/7 service and will begin interviews for Chief of Police; the position is open until filled.
- ❖ **Welfare Dept** – We are working on new Welfare guidelines and will be updating the application as well. The goal is to ensure we are being responsive to the needs of clients but also being especially careful with how we are using tax dollars.
- ❖ **Emergency Management** – Sitting in on Emergency Operations Center (EOC) calls and keeping apprised of COVID-19 issues. There will be a “Vaccine Super Site” event this weekend March 6 & 7 at the speedway.
- ❖ **Public Health** – We are still getting sporadic complaints regarding people not wearing masks in public places and by businesses, addressing them as they arise.
- ❖ **Parks & Recreation Dept** – There was a movie night last Saturday night, with good attendance. Planning for summer HARP program, hoping to be able to open the program this summer.