

# Haverhill Town Manager Report

## 4/29/2019

1. We will be publishing another ad for the Airport Manager position to get a few more applications for the hiring committee's consideration.
2. Interviews for the Bookkeeper/Administrative Assistant position, which will report to Jennifer Collins will be scheduled this week.
3. Heritage Commission and the Conservation Commission could use a few more members; considering putting out an ad in an attempt to recruit more volunteers.
4. We will be working to update the Town's website over the next few weeks; with our current staffing shortage it has unfortunately not been a sustainable effort.
5. We will be preparing a Public Opinion Survey over the next few weeks, it will be published electronically using Survey Monkey; we can also have hard copies available for those who wish to pick one up and complete it manually. The goal of this survey is to solicit thoughts and ideas from residents related to the position of Town Manager. The Select Board will be provided an opportunity to review the survey before it is published.
6. The Recreation Department will be relocating to the Clifford Memorial Building in the next few weeks. This will centralize activities, equipment, and staff in that location. Making them more efficient and effective.
7. The Town's management team has started taking steps necessary to network both conference rooms in the Morrill building. This will allow for remote access to meetings, allow for video and audio, and make the rooms more marketable.
8. We postponed the bid opening for the Chapel Street Building Demolition to allow time to address contractor questions.
9. Toured with the Road Agent Friday 4/26/19:
  - a) Lilly Pond Road – Tree Planting, possible ditch, & shoulder work, possible repaving of Moody Road to Piermont Town Line through warranty with Pike Industries
  - b) Clark Pond Road – Crack Sealing candidate for 2019
  - c) Moody Road – soft area on road repaired with 1 ½ inch stone the week of 4/22 – 4/29
  - d) French Pond Road – paving project being developed for 2020 season
  - e) Country Land Drive – soft areas along the road repaired with 1 ½ inch stone the week of 4/22 – 4/29
  - f) Daniels Road – soft areas along the road repaired with 1 ½ inch stone the week of 4/22 – 4/29
  - g) Lummoxtown Road - soft areas along the road repaired with 1 ½ inch stone the week of 4/22 – 4/29
  - h) County Road – elevation and drainage concern at 755 County Road evaluated
  - i) Court Street – soft areas along the road repaired with 1 ½ inch stone the week of 4/22 – 4/29
  - j) Brushwood Road – Crack Sealing candidate for 2019
  - k) Mountain Lakes District – general concerns, met with Commissioner Bob Long & Water PM Don Drew
10. Road Agent and I have started discussions related to the development of a training program for the Highway Department; of specific interest is the continued skill development in the areas of winter maintenance, hydrology, and gravel road maintenance.

11. Clark Pond Road bridge project moving forward, preparing to send the Environmental Application to the State. The goal is to get this project substantially complete and the road open before snow fall.
12. Traffic concerns in Woodsville, we are asking for the public's assistance by contacting the State to emphasize safety concerns along Route 302 through Woodsville. Anyone interested in contacting the State can call the Select Board office to have a form emailed to them, or you can stop by the Select Board office and pick up a form.

Respectfully submitted by  
Brigitte Codling, Town Manager

*"BE CURIOUS, NOT JUDGMENTAL." –WALT WHITMAN*