

**Town Manager's Report
to the Select Board
Tuesday July 6, 2021 at 6:00 PM**

Dean Memorial Airport Safety Study:

The airport safety study is well underway, the next meeting is scheduled for July 14th, will be at the Clifford Memorial Building, and is for the public. Dubois & King will provide a presentation of all alternatives for relieving safety obstructions that exist at the Dean Memorial Airport.

Bath-Haverhill Covered Bridge:

This 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. In 2020 it was determined that there was 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. Hoyle, Tanner & Assoc performed the structural evaluation and we are awaiting the report.

Grafton County Broadband Committee:

The Grafton County Broadband Committee is wrapping up the RFI, which asked for “served” locations by address so the consultant can pull the data together and to map the county. The committee is also working on a project work plan for the build out of the fiber network as well as a template for local communities to use to connect to that network once its constructed. The next meeting is scheduled for Wednesday July 28th at 10:00am.

Black Mount Trail Update:

George Sansoucy completed the appraisal on the trail. The appraisal came in at \$233,000. Now that we have the “fair market value” we can develop a plan of action. The Select Board has voiced that their 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. TM received information from Senator Giuda’s office for the SB to consider.

American Rescue Plan Funding:

Town Administration has determined qualifying expenses for Haverhill that fall within the guidelines for this funding. Haverhill has been allocated a total distribution of \$477,908.00; of which \$238,954.12 may be paid in 2021 and an equal amount to be paid in 2022. The Town sent acceptance of the funding last week, which was required by August 18, 2021. TM sent information to the SB regarding eligible uses for discussion and recommendation.

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. The network would provide access to the internet and for WiFi calling free of charge to residents, businesses, and visitors. It would also provide an opportunity for local business to advertise on the splash page and promote their businesses to those logging onto the network. We have identified four (4) hosts, the most important being at Mike’s Garage near Railroad Park. MIS is now mapping the network area and revising the schedule. SB approved moving forward with the project and equipment was ordered last week.

Wastewater Treatment & Collection System Study 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 North Haverhill precinct boundaries. The purpose of creating this new system would be to promote the economic and residential development within the Town of Haverhill. On May 21st we submitted a request for Congressional Spending to cover the cost of the study as well as the design work in 2022; even though the funding for this project is in the 2021 budget. We will be developing a Scope of Work and Request for Proposals soon for this study.

Wastewater Collection in North Haverhill & Treatment in Woodsville:

We are continuing our evaluation of the status of wastewater being collected and pumped to the Woodsville treatment facility and all associated processes. This evaluation has been necessary to separate the maintenance, operation, and improvements from the general budgeting process and isolate it in an Enterprise Fund. Also, so that we can make sure that the Town is following all rules, regulations, and laws pertaining to sewer systems. Our written agreements with the Woodsville District and solidifying the responsibilities of each entity are key. The goal is to have established sewer fees, based upon 2020 costs for operation and maintenance ready to be added to 2021 sewer bills for out of district users.

Senate Bill 26:

In 2020, Senate Bill (SB) 414 – relative to roads within the Woodsville Fire District, was introduced to the NH Senate and upon vote of the Senate SB414 passed unanimously. It then went onto the House where it was rolled into omnibus House Bill (HB) 1234, which passed the House by a majority vote. Subsequently, the Governor vetoed almost all omnibus bills in 2020, including HB1234.

In 2021, Senate Bill (SB) 26 – relative to roads within the Woodsville Fire District, was (re)introduced to the Senate on January 6, 2021, where it was referred to the Executive Departments & Administration Committee. The committee took testimony in January 2021 and the committee passed the bill by a vote of 20 (yeas) and 3 (nays) in March 2021. The Senate subsequently passed SB26 with a majority vote. SB26 was then referred to the House Public Works & Highways Committee. The committee took testimony on May 5th and on May 19th the committee voted 18 (yeas) and 3 (nays) that the bill “ought to pass”. The bill was presented on the floor of the House of Representatives on June 3rd and passed overwhelmingly.

The Governor signed HB2 into law on June 25, 2021, which included SB26 (Chapter 91 - Page 191). The mandate for the Town of Haverhill to fund the Woodsville Fire District’s Highway Department has been eliminated; the bill was effective upon signing by the Governor.

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. The Woodsville Fire District filed for Declaratory Judgement in early June; the Town is responded Monday June 28th. All filings are public record; the hearing is scheduled for September 2021.

White Mountain Drive:

The Town entered into an agreement with the Mountain Lakes District to widen and make other improvements to and along White Mountain Drive (Killer Hill). The purpose being to allow for year-round, two-way traffic on that hill. This will provide for better traffic flow around the lake and will allow for development along the roadway, which had been requested by a property owner who wanted to build. After discussions with the District, it was decided that fall was the best time for this work, in order to not inconvenience summer visitors and residents. The Road Agent and Town Manager will be developing a Scope of Work and Estimate for this work soon.

Haverhill Library Association:

The Town, through its Highway Department, will be making improvements to drainage within the Town's ROW in front of and near the public library located in Haverhill Corner. The work will improve drainage of storm water runoff, which will alleviate the swampy conditions that occur in front of the library and on private properties in that area. This project is pending the delivery of PVC pipe, which is on order.

Connecticut Valley Snowmobile Club:

Working with the snowmobile club on a project between Daniels Road and Brushwood Road to move the snowmobile trail back onto the Town owned rail bed; also to clear trees that are encroaching onto the old rail bed, which is used by the snowmobile club. This will make travel through this area by snowmobile safer and easier to maintain. Jay Waterhouse is getting three quotes for the logging and will provide that to the Town before the SB is asked to vote.

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 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.

Comprehensive Public Right-of-Way Regulation:

In 2020 the Town joined a collective effort with other NH municipalities for the development of a PROW regulation. The Select Board considered the PROW document but had questions. Those question have been conveyed to the law firm working on this effort. We are hoping to have answers soon so that the Select Board can reconsider the regulation.

Department Head Reports:

- ❖ **Tax Collector** – Taxes are being paid.
- ❖ **Town Clerk** – The Town Clerk has been processing registrations, vital records, etc.,
- ❖ **Dean Memorial Airport** – The airport safety study is underway. There is a second prospective student who may be applying for an Aviation Scholarship for flight instruction.
- ❖ **Highway Dept** – The highway crew is working on grading roads, ditching, maintaining equipment, and special projects.

- ❖ **Maintenance Dept** – Has been focused on the State safety inspection. Also, still working in the Police Department constructing new office spaces. Will be working on the new temporary hold dog shelter after the HPD offices are done.
- ❖ **Welfare Dept** – There has been a drastic increase in applications for shelter housing, working with area resources to mitigate the cost to the Town, while making sure those who need assistance are getting assistance.
- ❖ **Emergency Management** – Sitting in on Emergency Operations Center (EOC) calls and keeping apprised of COVID-19 issues.
- ❖ **Public Health** – Still working on the vacated house in Woodsville, while addressing other concerns around Haverhill.
- ❖ **Parks & Recreation Dept** – HARP summer camp is under way and going very well. The Antique Strollers have relocated their daily walking program to the James R. Morrill Building until mid-August. The Pickle Ball group continues to play pickle ball a couple times a week at the Clifford Memorial Building.
- ❖ **Town Fire Department** – The Fire Department will have a presence at the North Haverhill Fair this year. We are pursuing EMT training for those who are interested. The Dept's Emergency Services Plan is coming along and the Dept purchased new equipment with fundraised monies.
- ❖ **Police Department** –
 - TM has approved CRASE class to the Civilian employees in town.
 - Two candidate backgrounds continue.
 - The PD administrator has met with Chief Doyle and SOP review is underway and will likely be complete in October-November.
 - Final Patch ordered; Flex badge ordered.
 - Long Sleeve Polo ordered.
 - Ever continuing adherence to professional standards.
 - Cottage Hospital SOP underway. (Slow)
 - Updated Mission Statement still being reviewed. (Slow)
 - Improvements to PD continues, Conex Animal Cage being worked on, Detective office now has working computer.
 - New computers working well.
 - Still seeking ABLE certification for Officers.
 - Seeking wrestling mat to begin a voluntary PD ground fighting class.
 - Vehicle assault and felony takedown class being worked on.
 - Officer Brown new ACO.
 - NARCAN and Pursuit SOP in the works.
 - Fourth of July Parade scheduled.
 - Detective Wayne Fortier has hit the ground running as expected and brings a tremendous amount of experience to the team. Please lean on him if you have questions about more in-depth cases.
 - Officers are going a great job annotating notes in their timecards.