

**Town Manager's Report  
to the Select Board  
Monday July 8, 2019**

**Vision & Mission:**

Department heads have continued to provide their input regarding Haverhill Town Government Vision & Mission statements. I provided to Dept Heads a link to the Town of Dover, NH as they have developed a webpage that outlines the work they did in this area for their town. <https://www.dover.nh.gov/government/city-operations/executive/city-manager/strategic-management/vision-mission-core-values/index.html>

Rich Clifford offered this statement as an example of what he believes a Vision & Mission might look like: *"Our vision is to keep our traditions of being a small friendly Town, were you would love to raise your kids and retire...Our Mission, to take care of our residents who pay our bills, for retention and to bring new tax payers to our town."*

Brandon Aling offered his ideas for both: *Vision Statement: "To be a community that holds dearly its heritage and prolific history while continually striving to progress in-perpetuity" Mission Statement: "To provide effective, accessible, and prudent local governance to all residents and visitors to our municipality, with the enduring goal of improving the quality of life for all residents and fostering a thriving sense of community."*

Christina Hebert has been researching Vision and Mission statements for small towns to offer some examples at our next Department Head meeting.

**Old Dump Map 414 Lot 007:**

Sale of the "Old Dump" lot, with no easements, via Quit Claim Deed to Douglas and Bonnie Henson for the sum of \$1,888.00 was completed on June 25, 2019.

**Chapel Street Demolition Project:**

RJ Olszak Construction Inc. dba All-Ways Wrecking completed demolition of 2 Chapel Street, had the site cleared of all debris, and the road open by Wednesday July 3, 2019. The Town received positive feedback from abutting landowners and area residents about the quality of work performed by All-Ways Wrecking and residents are pleased with the result. The granite sills were placed neatly in rows at the back of the lot and will be sold at a later date. The foundation hole was filled collaboratively by the Haverhill & Woodsville Highway Departments.

There is an interested buyer for the granite sill blocks from 2 Chapel Street, Mr. Jerry Esposito.

There is also an interested buyer for the now empty lot at 2 Chapel Street, abutter Diana Danforth.

**Airport Manager Position:**

Dan Freeto is doing a wonderful job with maintenance of the airport and no action has been taken to pursue a separate individual to fill the Airport Manager role.

**Clark Pond Road:**

The Town has been responding to FEMA through the NHDOS. The Town is still waiting for FEMA to review additional information provided; we still expect FEMA to fully obligate funds to the Clark Pond Road project.

The environmental permit was approved by the NHDES on June 21, 2019 and is valid through June 2024.

The Final Design Plans have been accepted by the NHDOT. Next step is for HEB to incorporate all design review comments by the Town Manager and the NHDOT and develop Contract Plans for the bidding purposes.

We will not proceed with bidding until FEMA funds have been obligated.

We expect to bid this project in the fall of 2019 with a completion date in early 2020. There are many benefits to bidding this fall and constructing in the spring including: lower bids, lower risk of delayed precast elements, no late season paving, environmental permit low-flow regulation limitations, turf establishment prior to final payment etc. Additionally, FEMA is expected to pay 75% and the State has capped their contribution at \$138,000; which means Haverhill tax dollars will need to cover the difference. The lower the bids the lower the Haverhill contribution will be.

**Lily Pond Road:**

We are monitoring pavement on Lily Pond Road and will revisit with Pike Industries in July. Other work being considered for repairs by the Town this summer along Lily Pond Road includes ditch, shoulder work, drainage structures, and tree planting. Remaining available funds for work on Lily Pond Road this summer is \$8,463.95. Colton Grant and I reviewed Lily Pond Road on Thursday 6-20-19 to begin planning necessary work. The goal is to begin work in July.

**Granite Blocks at Railroad Park:**

The SAU has accepted the gift of 25 granite blocks; these will be set aside / marked for their use when they are ready; they expect to retrieve the blocks this fall.

I am still waiting for the Heritage Commission and the Recreation Commission to present a plan for any or all the remaining blocks; to include planning, cost estimate, and perpetual maintenance. I recommend the Select Board set a date for the commissions to present a plan before they take action to sell the remaining blocks.

Interested buyers for the remaining granite blocks at RR Park include; the Old Village School in Wells River, and Paul Skipper of Plymouth, NH.

Once we know how many, if any, the commissions will actually use we will have the rest valued and will negotiate the sale of the remaining blocks.

**Public Opinion Survey:**

The Town Manager's public opinion survey closed on Friday June 7, 2019 and the results have been posted to the Town's Website under "Announcements".

### **NH North Country Council:**

Alex Belensz has been working with NHDOT Traffic Engineers to organize the “demonstration project” that will be performed this summer at the intersection of Central Street (Rte 302) and Forest Street (Rte 135); this will include closing the back entrance from McDonalds, removing turning lanes, narrowing the intersection, and installing a temporary cross walk at the narrowed section of road. There is no set date for implementation of the “demonstration” project. More to come!

### **Waste Tires:**

The Town is working with the North Country Council (NCC) to offer a Waste Tire Collection Event this summer. The date has not yet been scheduled.

### **Tax Deeded Trailers:**

Reached out to Joe Martel regarding the tax deeded trailer on Sand Road, waiting to hear back. Letters were drafted for all tax deeded properties.

### **Department Head Reports:**

- **Town Clerk** – Being end of June and beginning of July, we were extremely busy with car registrations and boat registrations. Dog registrations coming to an end and preparing list of those that are in violation of non-registration.
- **Tax Collector** - This week taxes were due; very busy processing tax payments.
- **Maintenance Dept** – Working on deep cleaning the Clifford Building, repairs to the entrance of Morrill Building, regular custodial services, other misc. tasks at both buildings.
- **Highway Dept** -

24th- Worked in and on the shop and office

25th- Did more work on the office and shop; Lester fixed some small washes on a number of hills in mountain lakes, we started grading county rd got 2/3 of it done

26th- The guys checked roads and looked for any problems; we finished grading county rd. plus graded Lily LN. We put new door and lock on the shop. Colton went to Select Board office for a short time for billing & paperwork.

27th- Graded Allagash rd. plus graded Brown Hill rd. Lester fixed some washes on Pinnacle and Curt worked on cleaning the plows getting them ready for paint on next rainy day. Then Curt followed Colton to drop grader off in Woodsville.

28th- Graded railroad st and Connecticut st in Woodsville had a load of gravel on standby if needed. Curt came after and sprayed Connecticut st only with chloride to reduce dust. Worked with Joe from Woodsville HW Dept on back filling the site at 2 Chapel Street .I got called in for a sink hole on Briar Hill Rd. I went and fixed the best I could to get us through the weekend.

1<sup>st</sup> - checked sink hole on briar hill all looked good. Took Jackson Mitchell to look at two projects we are looking to get done this month. Had a meeting at the office.

2<sup>nd</sup> - Ditched all of airport rd. we got about 40 loads of ditching pulled out and piled it at the shop. Colton then graded 1/3 of it before the end of the day.

3<sup>rd</sup> - Graded the rest of airport rd. Had Curt check the south end of town and Lester with me cleaning runoffs. Then had Curt spray airport rd with chloride, it was getting pretty dusty.

4th and 5th - highway staff were on leave

The guys are doing great; the shop really feels different and looking up every day!

- **Welfare Dept** – Welfare has remained consistently quiet for the past few months with just one monthly assist to a client seeking disability with whom I am working to get her some financial funding from APTD as this has gone on for so long with numerous appeals. As always I have trouble placing homeless people due to lack of shelters in the North County area. When people become homeless for whatever reason in this area and there are no shelter beds available in Plymouth or Lancaster then motels must be utilized for shelter. The local motels are very good about giving discount rates but certainly don't compare to \$25.00/nightly charge of the shelters. This has been brought up many times at my Welfare meetings in Concord but nothing ever comes of the discussions for more shelters.
- **Recreation Dept** – HARP summer camp is in full swing with 72 children registered. Sherri's office at the CMB is working towards completion with the remainder of the boxes at the JRM building hopefully going to the Clifford building this week. The phone is working but we are still working without the network and wifi in Sherris office.

The community pool is going well. We have a new concrete patio poured where the previous children's pool used to be. We now have tents which has allowed for plenty of shade for our patrons.

We have an upcoming Open Mic/Haverhill Got Talent on the 13th at Railroad Park and a pool party on the 21. Sherri is also looking for volunteers for her events. If there are any select board members who would like to chaperone a teen night it would be appreciated.

*"Today's accomplishments were yesterday's impossibilities." ~  
Robert H. Schuller*