

## Town Manager's Report to the Select Board Monday February 3, 2020

### **Budget Committee Meetings:**

The Budget Committee has met four (4) times so far. They held a planning meeting on January 21<sup>st</sup> to schedule their meetings. The first (1<sup>st</sup>) official budget committee meeting was held on January 24<sup>th</sup>, the second (2<sup>nd</sup>) meeting was held on January 29<sup>th</sup>, the third (3<sup>rd</sup>) meeting was held on January 30<sup>th</sup>, the fourth (4<sup>th</sup>) meeting was held on Saturday February 1<sup>st</sup>. There will be two more meetings; one on February 6<sup>th</sup> and another on February 7<sup>th</sup>. After which the committee will make their final recommendations to the Select Board.

The Select Board is scheduled to hold a budget work session on Wednesday February 12, 2020 from 6-7 PM followed by the formal Budget Hearing on that same night from 7-8 PM.

### **Budget Schedule:**

Event	Date Due
Draft Department Budgets due to the Town Manager	Friday – December 20, 2019
Town Manager Meetings with Department Heads	Monday – December 23, 2019 – Friday January 17, 2020
TM Budget to the Select Board & Budget Committee	Friday – January 17, 2020
Budget Committee Meetings	Monday January 20 through Friday February 7, 2020
Last day for Petitioned Warrant Articles	Tuesday – February 4, 2020
Last Day for Budget Committee Recommendations to Select Board	Friday – February 7, 2020
Select Board Budget Hearing	Sometime the week of February 10 - 14, 2020
Town Report to the Printers	Tuesday – February 18, 2020
Annual Town Reports with Budgets to Public	Tuesday – March 3, 2020
Last day Budget & Warrant Articles to DRA	Monday – February 24, 2020
TOWN MEETING	Tuesday – March 10, 2020

### **Haverhill & Woodsville Highway Departments:**

Public meetings have been held to discuss Woodsville highway funding and highway department merger options on:

- October 21, 2019 - Select Board Public Work Session
- October 28, 2019 - Select Board Regular Meeting
- November 18, 2019 - Select Board Public Work Session w/ Bob Guida
- December 6, 2019 - Select Board Public Work Session
- January 8, 2020 - Select Board Public Work Session
- January 21, 2020 - Testimony before the Senate Transportation Committee

Most meetings are broadcast live on the Town of Haverhill Facebook page and on the Town of Haverhill's YouTube channel, minutes are posted subsequently posted to the Town's website. A link to the audio file for testimony before the Senate can also be found on the Town's website.

### **Haverhill Corner & No. Haverhill Fire Departments:**

There was a meeting held Monday night January 13<sup>th</sup> to discuss the possible merger of the Haverhill Corner and North Haverhill Fire Departments in the future. The Haverhill Corner Precinct and the Town of Haverhill Selectmen have voiced they are interested in a merger. No Haverhill agreed to discuss it again at their next meeting, which was held on January 21<sup>st</sup>. The goal is to put before the voters complementary warrant articles to be voted on during each Town Meeting to see if residents of the two precincts are willing to relinquish the two fire departments so they can merge and become a department of the Town and if residents of the Town are willing to vote to accept the two fire departments so they can merge and become a department of the Town.

### **Clark Pond Road:**

The Town has heard back from FEMA and they are ready to approve project. We are waiting for the NH Dept of Safety to approve the project on their end so that FEMA can fully obligate funds to the Clark Pond Road project. We expect to bid this project this winter, with a completion date in the summer of 2020. The Town is ready to go out to bid as soon as funds are obligated.

### **James Morrill Building:**

Alliance Mechanical has started performing work over the winter to improve the heating system. Work shall include a new boiler & burner, converting the system to LP, insulating the steam lines and return lines, and zoning the entire building. The boiler will not be replaced until spring because it will require shutting off the heating system for two weeks. To date they have begun insulating the lines and now have started running lines for zoning.

### **Central / Forest Intersection:**

After months of meetings between the North Country Council, NHDOT, Woodsville Precinct, and the Town Manager a phased solution to correcting safety issues at the Central & Forest Street intersection was agreed to. In response the Town Manager developed and submitted for NHDOT District 2 consideration the Excavation Permit and Traffic Control Plan for the Central Street (302) and Forest Street 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 include the installation of vertical granite curbing, topsoil fill, seeding, and where needed mulching. There will be warning signs to alert the public that there will be a new traffic pattern at the intersection. The NHDOT through District 2 has begun its evaluation of the intersection and utilities under the road that are their responsibility, in preparation for work at the intersection. The Woodsville Precinct stated that the precinct no longer intends to participate in this safety project. At this point work at this intersection will wait until the spring of 2020 due to unavoidable delays.

### **Haverhill Town Happenings:**

The fourth "Haverhill Happenings" took place at the Haverhill Congressional Church upon the invitation of members of the congregation. The luncheon took place on Monday January 27<sup>th</sup>. It was a wonderful opportunity to discuss Town actions, activities, and plans. The group asked lots of great questions and the group was able to offer some great suggestions. It was requested that the TM create a booklet, flier, or other printed document to get more information out to those without the internet. The next Haverhill Town Happenings has not been scheduled as of yet, but the goal is to have one in the evening for residents who can not attend one during the day.

**Commissions:**

The Town is seeking members of the public to serve as Commissioners on the following commissions:

- One (1) Airport Zoning Commissioner
- Two (2) Conservation Commissioners

If anyone is interested in serving on one of these commissions please reach out to either the Commission Chair (contact info on the Town website) or Brigitte Codling, Town Manager at [townmanager@haverhill-nh.com](mailto:townmanager@haverhill-nh.com)

**Meet the Candidates Forum:**

<b>HAVERHILL CANDIDATES' PLATFORMS</b>	
<b>Wednesday, January 29</b> 6:00 - 8:00 PM Clifford Memorial Building Route 135, South Court St., Woodsville	<b>Saturday, February 29</b> 2:00 - 4:00 PM Morrill Municipal Building (Town Office Building) North Haverhill
<b>These Platforms are being held to allow all Candidates for Haverhill Town Offices a chance to answer questions from voters about current issues, future plans or whatever.</b>	
In order to be on the 2020 Haverhill Ballot a Candidate must have signed up before Friday, January 31. Write in candidates can still run for office.	
<b>Positions to be voted on during balloting on: Tuesday, March 10, 2020 include:</b>	
Two Selectboard Seats (Both are 3 year terms) Current members are: Fred Garofalo & Thomas Friel Moderator (2 year term) currently held by Jay Holden Supervisor of the Checklist (6 year term) currently held by Carol Norcross Cemetery Commissioner (3 year term) currently held by Robert Rutherford Trustee of Trust Funds (3 year term) currently held by Marie Bigelow Three At Large School Board Seats (2 Three Year Terms & 1 One Year Term) Currently held by Stephanie Chase, Maryanne Aldrich & Nancy Hoel School Moderator (1 year term) currently held by Jay Holden	
This Platform is Sponsored by Trendy Times as a Public Service. For more information contact Gary @ 747-2887 or email Gary@TrendyTimes.com	



**Department Head Reports:**

- ❖ **Town Clerk** – Dog tags are in. The final date to file in order to run for office was Friday January 31<sup>st</sup>. The following individuals have filed to run for one of the two Select Board seats; Tom Friel, Fred Garofalo, Glenn English, Steve Robbins, Gary Hebert, and Chuck Fenn.
- ❖ **Tax Collector** – Received training on the new check reader. Also, addressing an inappropriate request made by a woman regarding the property of the late Lydia Ciotti. The Town’s law team has been employed to help with the issue.

- ❖ **Property Records** – Thursday January 30th the Town Manager, Property Records Clerk, and Financial Officer attended a training put on by the NH Department of Revenue Administration on the laws, rules, and regulations related to NH Assessing; which proved very informative and will help us to continue to ensure fair and equitable assessing practices are used within the Town of Haverhill.
- ❖ **Maintenance Dept** – Preparing for presentation to the Budget Committee. Installed a door between the Town Administration office and the JRM gym to ensure a second mode of egress per safety requirements.
- ❖ **Planning & Zoning** – The Planning Board has been working on remediation planning for gravel pits. Working with HEB regarding the Blaisdell pit and the open area requirements related to remediation.
- ❖ **Highway Dept** – Plowing, sanding, salting, and fixing equipment. Lots of ice, with the excessive amount of rain so far this winter.
- ❖ **Dean Memorial Airport** – Working to ensure the airport is ready for the regular inspection of the fuel farm. Also started work with Dubois & King on planning for the 2020 CIP projects and grant documentation.
- ❖ **Welfare Dept** – Amanda is doing well and getting up to speed, catching on quickly. Homelessness and heating assistance remain the most prevalent concerns.
- ❖ **Parks & Recreation Dept** – The department has published their first monthly program and intend to keep producing monthly programs for the public to be aware of events the P&R department are putting on. The P&R department has started recruiting for A.P. Pool and HARP summer staff.
- ❖ **Police Department** –
  - Chief Alling, Admin Aldrich, and Prosecutor Solbeck attended a training at NHMA on the right to know law for law enforcement.
  - Chief Alling and Admin Aldrich attend a presentation on the Central Square records management system.
  - Detective Sullivan attended a child advocacy center case review.
  - Detective Sullivan and Officer Mitchell had a meeting with members of the WARM program from NCHC.
  - Officer Torrey continued his training in the police academy.
- ❖ **Public Health** – Nothing new to report, we are still seeking a new Health Officer.

*"Truth exists; only lies are invented."*

*~ Georges Braque*