

**MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING**  
**Monday, December 21, 2009**  
**Draft Subject to Review, Correction and Approval at Following Meeting**

**Board Members Present:** Roderick Ladd, David Joslin, Robert Maccini, and Lynn Wheeler.  
Peter Heilemann was excused.

**Town Manager:** Glenn English

**Administrative Assistant/Finance Officer:** Jo Lacaillade

**Members of the Public Present:** Howard Hatch, Doug Henson and Chief Cecil Smith.

**Call Meeting to Order:**

Chairman Ladd called the meeting to order at 6:00.

**Approval of Agenda:**

David Joslin made a motion to approve the agenda; the motion was seconded by Lynn Wheeler and carried unanimously.

**Approval of Consent Agenda:**

David Joslin made a motion to approve the consent agenda; seconded by Bob Maccini and carried unanimously.

**Scheduled Public Appearance(s) None**

**Town Manager's Report:**

TM English thanked Howard Hatch for plowing the Woodsville Armory property during the first storm and advised the Board that he had arranged for the contractor used by the Town for other plowing to take care of it in the future. The oil level at the armory is approximately 912 gallons as of this date so soon after the first of the year a delivery will need to be made. The heating and lighting are being reviewed for possible energy efficient changes. It was stated that all maintenance done at the armory will be accounted for separately.

TM English said that the Hazard Mitigation Committee has finished their work; there is a little information that still needs to be updated but the draft report will probably come to the Selectboard in February for review and possible adoption.

**Public Hearings: None**

**Pending (Old) Business:**

- **Tri County Cap request for building acquisition:** The Board reviewed the tax card information regarding the property leased by the Town to Tri County Cap in Woodsville and the services that they provide to the area. After a brief discussion Lynn Wheeler made a motion to transfer the ownership of the building that Tri County Cap is currently leasing (Tax Map 101 Lot 003) for \$1 with the Town retaining first right of refusal for a repurchase price of \$1 plus the cost of any capital improvements made to the building with the deed to be drafted by Town Attorney. The motion was seconded by David Joslin and carried unanimously.
- **Policy for acceptance of roads from private to public:** The Board reviewed the policy as presented by TM English. There was a brief discussion regarding what the Statutes actually allow and don't allow for. There was discussion about the increase that could be needed to the highway department to satisfy maintenance of additional roads and time line necessary for acceptance of roads. Howard Hatch questioned whether a road that was accepted by the Town would then be subject to posting in the spring; if they are built to standards, they shouldn't need posting. The Selectboard asked that the Town Attorney review the proposed policy before they act on it. The item will be placed on the agenda for the second meeting in January.
- **Building Permit Fee Schedule Revision:** A revised fee schedule was reviewed. There was discussion regarding the number of hours that the Life Safety Code inspector is budgeted for and whether the work load will fit into those hours. Also decided was that certificates of compliance that have already been issued will remain in effect even if the new inspector finds instances that are out of compliance; unless those instances are too significant to wait the period of time that the certificate is valid through. The effected party will be notified in writing of those issues. Upon further discussion it was the position of the Selectboard that the School inspections that have been passed by the State to the local level will still be the duty of the Fire Chief. A notice will be sent to the Precincts advising them of this decision. Bob Maccini made a motion to accept the recommendation to the fee schedule for the 3<sup>rd</sup> party inspector fire and life safety code as recommended and discussed by the Town Manager this evening with the fees being retroactive back to the time that 3<sup>rd</sup> party inspector was hired. The motion was seconded by David Joslin and carried unanimously.

**New Business: None**

### **Commission/Committee Reports:**

Lynn Wheeler reported that the Woodsville Armory Advisory Steering Committee has met 3 times and have 2 more meetings scheduled. They have had good participation and what they are finding is that they have so many possibilities that they now need to consolidate those to what is workable and what isn't; what could help cost neutral the building; where can the best usage be gained; what they are getting from the public is that they do want the building used and most have been looking at the recreation base. TM English said that the Town Offices are in need of records storage areas so if some of the space could be utilized for that it would be great. There was discussion about whether there would be tenants if the Town pursued leasing the building; and the status of the roof with regards to leaks. A brief time was spent discussing the storage unit out behind the armory building. The information regarding the facility has not yet been received

from the Adjutant General's Office and Chairman Ladd will check into that.

**Correspondence: None**

**Comments of the Public: None**

**Comments of the Town Manager/Administrative Assistant-Finance Officer: None**

**Comments of Selectboard Members:** David Joslin thanked Howard Hatch for plowing the armory; Chairman Ladd concurred. Lynn Wheeler said that Howard's heart is really with the armory project and she appreciates it; as well as the whole committee. After a brief discussion about the proposal that Mr. Fillion keeps coming to the WAASC meetings with it was decided that Chairman Ladd and Howard Hatch will meet with Mr. Fillion regarding his information center proposal to obtain the specifics of what he expects.

Chairman Ladd stated that upon review of the tapes from the meeting of November 23<sup>rd</sup> AA Lacaillade had not found any reference to the internet made by Chairman Ladd so those minutes will not be amended. He thanked her for doing that review.

Chairman Ladd spoke of the memorial service held that day for Arthur Gray.

**Adjourn Meeting:** Bob Maccini made a motion to adjourn, seconded by David Joslin and carried unanimously. Chairman Ladd adjourned the meeting at 7:15 pm.

Minutes transcribed by Jo Lacaillade