

MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING
Monday, December 7, 2009
Draft Subject to Review, Correction and Approval at Following Meeting

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

Town Manager: Glenn English

Administrative Assistant/Finance Officer: Jo Lacaillade

Members of the Public Present: Howard Hatch, Annemarie Godston, Bruce Labs, Donald Bagley Sr. and Ed Ballam- Journal Opinion.

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 Peter Heilemann and carried unanimously.

Approval of Consent Agenda:

Chairman Ladd removed the approval of minutes from the consent agenda. Bob Maccini made a motion to approve the consent agenda as amended; seconded by Lynn Wheeler and carried unanimously.

Approval of Minutes:

Chairman Ladd had questions regarding the minutes regarding the acceptance of the Woodsville Armory. They do not reflect that the agreement was signed; AA Lacaillade stated that there was not a signed agreement done that night and she did not have the original document that was provided. Since the original is not available AA Lacaillade retrieved a photo copy and the Board signed the agreement at this meeting. No amendment to the minutes was necessary on this issue.

Chairman Ladd said that he did not feel that the 3rd Party Inspector section of the minutes reflected the actual motion. Upon review of how the motion was written in the minutes Bob Maccini stated that the written minutes were correct. No change will be made to those minutes.

Chairman Ladd stated that he felt the minutes do not reflect a statement he made regarding the internet service provided to the Town by the SAU. Upon review of the tapes, AA Lacaillade did not find any reference by Chairman Ladd regarding the internet. The only reference made to the internet service was made by TM English who stated that the SAU provides internet service to the Town and the Town pays its full share of that service. Chairman Ladd did state that the SAU

could ask for all their tax money up front and they don't.

Lynn Wheeler made a motion to approve the minutes with any changes necessary after review of the tapes; seconded by Peter Heilemann and carried unanimously.

Scheduled Public Appearance(s) None

Town Manager's Report:

TM English referred to the trailer that is parked at the Center Haverhill Armory. It broke down and was parked there. The trailer will not be able to be moved over the road now and the owner, Tim Lewis has hired a contractor that will be disassembling it and haul it away and will clean up the site. That process is supposed to take place on Wednesday.

TM English said that the Town has received a request from Tri County Cap regarding the building that they lease from the Town. The lease states that the lessee is responsible for all repairs and maintenance. The roof needs major repair and Tri County Cap does not want to invest that kind of money in a building that they do not own. They are asking for the Town to donate it to them. TM English has reviewed the deed to the Town and does not see any restriction from doing so. After a brief discussion the item will be placed on the next agenda for further consideration. Lynn Wheeler said that if the Town did transfer ownership to Tri County Cap she felt that the Town should have a clause in the transfer that gives the Town right of first refusal if Tri County Cap decides to sell the building. TM English was asked to come back to the next meeting with a recommendation; information regarding the costs of the repairs; and copies of the assessment information.

TM English presented the Board with his 2010 budget. Chairman Ladd placed review of the budget under new business.

Public Hearings: None

Pending (Old) Business:

- **Consideration of SAU Lease Agreement:** Chairman Rick Ladd placed this item on the agenda. He has met with the chair of the school district, Phip Tucker, and there were some concerns brought forward that he would like to list: calculation of square footage used by the SAU; what shared areas are included; how the work areas and storage areas are computed; other shared services such as internet services. Bruce Labs, Superintendent and Donald Bagley Sr. of the SAU School Board were in attendance for this discussion. There was a very lengthy discussion regarding the above issues plus the time frame and process in which the SAU was notified of the rent increase; the amount of the increase; and if this could be negotiated to allow the SAU more time to deal with the increase. Many members of the Haverhill Selectboard stated that their obligation is to the taxpayers of Haverhill and they should be made whole on the costs incurred in leasing that portion of the building. Three proposals were discussed, the original lease approved by the Selectboard at their last meeting; a counter proposal from the SAU; and one that

would change the lease amount over the next three years so as not to have such a huge impact the first year but spread it out more over the 3 years of the lease. This option does not make the Haverhill taxpayers whole but brings that gap smaller. More discussion. Peter Heilemann made a motion to supersede any action taken at a previous meeting and that a 3 year lease be offered to the SAU as follows; first year \$27,300(30% increase); second year \$35,500 (30% increase); and \$42,600 the 3rd year (20% increase) which will leave an estimated total of \$11,138 of unreimbursed cost to the Town of Haverhill taxpayers. The motion was seconded by Lynn Wheeler. The motion carried unanimously.

- **Armory Agreement Signing:** The Selectboard signed the “Letter Agreement” that was voted on at their November 23, 2009 meeting. Chairman Ladd will deliver it to Concord on Tuesday.

New Business:

- **State Easement for Railroad Park:** TM English stated he had negotiated this back in the late summer to obtain permission to place the railroad car on the State right-of-way; the track that they still own next to Railroad Park. The agreement gives the Town permission to use quite a bit of the track between the old market up to behind the railroad station; about 200’ of track for the purpose of displaying old railroad equipment. There are no costs associated with the easement. Lynn Wheeler made a motion to accept the agreement with the State of New Hampshire, Department of Transportation with regard to the easement for Railroad Park and placing the car on the tracks. The motion was seconded by David Joslin and carried unanimously.
- **End of Year Budget Transfers:** AA Lacaillade reviewed the recommended transfers and carryovers for year end. Bob Maccini made a motion to approve as presented; seconded by David Joslin and carried unanimously.
- **Introduction of policy for acceptance of roads from private to public:** TM English said that Chairman Ladd had directed him to research this issue and develop a policy for the Board to consider regarding the procedure the Town would use to accept maintenance of private roads. Bob Maccini made a motion to accept the information on the acceptance of private roads policy for first reading and directing the Town Manager look further at the Planning Board regulations to tie it all together. The motion was seconded by Lynn Wheeler and carried unanimously. There was a brief discussion about the process or acceptance and/or discontinuance of roads.
- **Building Permit Fee Schedule Revision:** Chairman Ladd said this was another area he had requested TM English look at. TM English reviewed the current fee schedule and changes that he and Chairman Ladd had proposed. Peter Heilemann made a motion to introduce the revised fee schedule for reading and action at the next Selectboard meeting. The motion was seconded by Bob Maccini and carried unanimously.
- **2010 Budget:** TM English referred to the narrative that he had supplied with his budget. There was a brief discussion about the welfare budget and administration; the Woodsville Armory; the Woodsville Highway Reimbursement; the Selectboard insurance budget line; the gravel pit at the Center Haverhill Armory; and the revenues.

Commission/Committee Reports:

Lynn Wheeler reported that the Woodsville Armory Advisory Steering Committee had held their

organizational meeting on December 3rd at the armory. They did a walk thru of the facility and reviewed the space; looked at where there were issues; looked at the furnace and fuel tank etc. They have formed some subcommittees to look into specific areas to bring back that information to the full committee. The WAASC is asking the Selectboard for more direction regarding what they want from the armory; do they want it to make money, be cost neutral or would they consider a use that costs the taxpayers money. It was the consensus of the Board that they want the committee to look at all functions that are valuable to the community that aren't already available and keep it as cost neutral as possible but all options will be considered; then the Selectboard can look at all of the options and make decisions as to what makes the most sense for the Town. There will be capital improvements needed to the building and a capital reserve fund was discussed for that purpose. Lynn Wheeler said that their next meeting is scheduled for Thursday, December 10th where they will start brainstorming some of their ideas. There was a brief discussion about personnel that would be needed for managing and maintaining that building.

Correspondence:

Heidi Lyman had sent the Board a letter thanking them for their business with the listing of the business park. There was a brief discussion regarding the White Mountain Biodiesel and their request for abatement.

Comments of the Public: Howard Hatch asked some questions about the employee health insurance plan.

Comments of the Town Manager/Administrative Assistant-Finance Officer:

AA Lacaillade reviewed the proposed agreement with Glacial Energy to purchase the power that the Town has from PSNH and then sell it to the Town at a reduced cost. They would resell the power that we are charged for monthly by the power company that we don't use. She referred the Board to the information she had provided them previously. She stated that she had discussed the process with the Town Treasurer and the auditors about the process and have cleared it with them. After a brief discussion regarding other businesses in the area currently utilizing their service Bob Maccini made a motion to enter into an agreement with Glacial Energy; the motion was seconded by David Joslin. Voting yes was David Joslin, Peter Heilemann, Rick Ladd and Robert Maccini. Voting no was Lynn Wheeler.

Comments of Selectboard Members: None

Adjourn Meeting: Bob Maccini made a motion to adjourn, seconded by Peter Heilemann and carried unanimously. Chairman Ladd adjourned the meeting at 8:35 pm.

Minutes transcribed by Jo Lacaillade