

Haverhill Corner Precinct

Meeting Agenda

June 21, 2023

7:00 PM

Called to order at 7:00

Attendance: Doug Dutile, Mike Lavoie, Albie Estes, Barb Dutile and Mary Ann Rood

Approve Agenda: Motion to approve by Mike Lavoie as modified. Second by Albie Estes – all in favor

Approve prior meeting minutes: Motion to approve with change to flushing hydrants by Mike Lavoie. Second by Albie Estes – all in favor

Approve Manifest: reviewed and signed by all three commissioners. Motion to approve by Doug Dutile. Second by Mike Lavoie – all in favor

Old Business

Land purchase at monitor building: Mike Lavoie updated the committee. Doug Dutile delegated to Mike Lavoie who then delegated to Barb Dutile the responsibility for the paperwork, which was signed by Earl Aremburg. Paperwork needs to go to the surveyor. Jake is hoping the town will waive the hearing and just make a decision. We are asking for a waiver on the application fee. Prepare check for town so Doug Dutile can deliver. As soon as Jake establishes the amount, it will go to the town, then we go to the attorney to draw up a new deed. Doug pointed out a change that needs to be done to the drawing. We need to provide a letter to waive the application.

Review of Nicholas Best Lien (Registry of Deeds - Book and Page): Doug Dutile said it is complicated. Mark Locke at the town said that Nicholas has redeemed it back. Waiting to hear from tax collector to find out who the actual owner is.

EMTA (Dan Baker): Doug Dutile brought a copy of the MOU. We have emails from both Dan Baker EMTA stating that he is still actively pursuing completion of his EMT training. Commissioners reviewed the communications and the MOU – discussion about breach of contract. Doug Dutile will send a letter requesting reimbursement due to breach in contract. Albie Estes motioned to send letter for reimbursement with time limit of 30 days. Second by Mike Lavoie – all in favor

Mildred L. Page thank you letter: Doug Dutile presented a letter for signature – all signed

New Business

Treasurer's report: Provided by Barb Dutile. Unanticipated funds \$56,002.34 / Water Account \$50,240.03 / Donations \$3,165.59 / Building Account \$94,223.20 / Motion to approve by Mike Lavoie. Doug questioned which one was the water account. Second by Albie Estes – all in favor

Sign for Church: Mike Lavoie conveyed the church inquired about a sign in the triangle. Mike is asking if we would allow a fixed sign or a banner. Doug Dutile would prefer a wood sign over a banner. Mike agreed. Discussion about if it whether it would interfere with snow removal. It was suggested that we check with town road agent regarding snow removal. Mike is asking for approval. Motion by Doug Dutile to allow the church to put up a nice wooden sign with approval of the town road agent. Second by Albie Estes – all in favor

Key for Church: Doug Dutile made motion to keep a key to the church in the fire station. Second by Albie Estes – all in favor

Building permit application for: Matthew and Stephanie Newell: reviewed by all and signed.

Lien on Cahill: signed and done, release of lien on Teague and a corrected release on Stimson due to wrong book and page. Be sure to mail copies of lien and release. All Liens should be sent certified mail and added to the customer's account.

Review Budget: reviewed – in good shape to date

Review Mildred Page Trust spreadsheet: is approved

Review AR aging report: reviewed the trailer park has vacant lots and we need to be sure they are being billed for three empty lots. Mike wants to do an inventory of empty residences that need to be billed for basic charges

Website for HCP: Are the commissioners still interested in creating a website? Need to find out regulations. Admin needs to do more research. Mike is worried that we may be creating another problem for ourselves, however, he is okay with having our own site. Primex might be able to help with site as well.

Salary review: Doug Dutile motioned to enter a non-public session under RSA 91-A:3, II (a). Second by Mike Lavoie. Roll call at 8:16 – Doug Dutile -yes, Mike

Lavoie – yes, and Albie Estes - yes. (Discussion regarding the administrative assistant's contract and hourly rate change. Mike Lavoie made motion to raise admin hourly rate to \$25.00/hr effective March 13, 2023. Second by Doug Dutile - all in favor.)

At 8:24 Doug Dutile motioned to leave non-public session. Entered public session at 8:25. Doug Dutile motioned to seal the minutes. Second by Albie Estes. Roll call: Doug Dutile – yes, Mike Lavoie – yes, and Albie Estes – yes. Minutes sealed at 8:25.

Doug Dutile motioned that due to the conditional job offer and verbiage of the contract with the administrative assistant, that we would pay the admin the \$25.00/hr retroactive to March 13, 2023. Second by Mike Lavoie – all in favor

Bandstand: Albie Estes has the buntings for the bandstand. He is asking about lighting. Doug Dutile asked if it should be in the bandstand or outside for the buntings. Mike Lavoie asked if it would attract people late at night. Albie said that the lights would be timed to go off and not run all night. Barb Dutile asked how he would attach the buntings. Either with screws or command hooks. Mike needs to see what Albie is doing because he can't envision what he is doing. Mike would like it to be uniform. Doug Dutile motioned that Albie can experiment. Second by Mike Lavoie - all in favor

Other Business: The three commissioners are meeting with the Chief of Police about speed signs for Haverhill Corner. Mike quoted some prices for the speed signs. Discussion about the meeting and questions to ask the Chief. Doug Dutile provided a list of questions they will consider when discussing with the Chief of Police.

Admin: How to distribute the unanticipated funds for the flushing of hydrants. Discussed how to reflect expenditures. A spreadsheet will be created in Excel to monitor the account.

Adjourn: Motion to adjourn by Doug Dutile. Second by Mike Lavoie – all in favor

Adjourned @ 8:45