

GOFFSTOWN BOARD OF SELECTMEN  
MEETING OF SEPTEMBER 12, 2016

In attendance were Vice Chairman Mark Lemay, Selectman Collis Adams, Selectman Allen Brown, Selectman David Pierce and Town Administrator Sue Desruisseaux. Also in attendance was Gail Labrecque—Recording Secretary.

Absent: Chairman Peter Georgantas

**6:00 pm CALL TO ORDER BY VICE CHAIRMAN LEMAY**

The Board said the Pledge of Allegiance.

**ANNOUNCEMENTS**

**Cheryl Ann Bolouk of the NH Tax Collector's Association to present \$260 Ingemundsen Scholarship to Town of Goffstown for Stephanie Beaudoin's enrollment in the Certification Program**

Cheryl Ann Boulouk said she is the Tax Collector for the Town of Salem, and Vice Chairman of the NH Tax Collectors and Town Clerks Joint Certification Program Committee. The program is an integral part of the Tax Collectors Association's ability to carry out its mission, which is to collect and disseminate information necessary to enable the tax collector to understand their responsibilities and to competently perform their duties. This is a three year program comprised of classes which are one week per year. The topics include technical and legal issues. Each year the program offers a scholarship to the attendees. Stephanie Beaudoin of Goffstown was the winner this year for a drawing and an essay of "What Certification Means to Me." Stephanie Beaudoin explained the drawing she made and read the essay she wrote to go along with it. Cheryl Ann Boulouk presented the Town with a check for \$260, which represents the tuition for the program.

*Selectman Adams made a motion to accept the check from the NH Tax Collectors Association and put into the General Fund. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.*

**ACCEPTANCE/CORRECTION OF MINUTES**

*Selectman Brown made a motion to accept the public and non-public minutes to the Board of Selectmen's meeting of August 22, 2016 and August 29, 2016. Selectman Pierce seconded the motion. VOTE: 4-0-0. Motion carries.*

**ANNOUNCEMENTS (continued)**

**\$500 Donation to GTV from State Farm Insurance on behalf of Scott Gross**

Town Administrator Desruisseaux said we have received this donation to the GTV Revolving Fund on behalf of Scott Gross.

*Selectman Adams made a motion to accept the \$500 Donation from State Farm Insurance and deposit into the GTV Revolving Fund. Selectman Pierce seconded the motion. VOTE: 4-0-0. Motion carries.*

**Thank you to Evelyn Redmond as published in local newsletter**

Town Administrator Desruisseaux read a letter of appreciation from an anonymous resident: "To Whom it May Concern: Since last April of 2015 I have been dealing with 2 eye surgeries and a

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neck surgery this past October 2015 which has left me with permanent nerve damage in my left arm. I have had to reach out for help in a variety of places to keep a roof over my head: Goffstown Welfare Office, The Episcopal Church, and Fuel Assistance. And now you wonderful people have helped me with my electric bill with the help of Evelyn Redmond, Welfare Officer, here in Goffstown. I would like to thank you so much for your help in this time of need. Respectfully and God Bless."

**Road Project Updates**

Vice Chairman Lemay read the road project update from DPW Director Jacobs as follows:

**Parker Station Road:** Goffstown DPW announces the closure of Parker Station Road Bridge for repairs and rehabilitation. This closure will be effective starting Tuesday, September 13, from 7 am to 5 pm while work is completed. There will be ABSOLUTELY NO THROUGH TRAFFIC past Gorham Pond Road during this bridge closure. All vehicles, even local traffic, must use the Route 114/Riverdale detour. Please follow all signage, drive carefully, and expect delays. This notice and detour map are posted on the Town's website at [www.goffstown.com](http://www.goffstown.com). Click "Traffic Advisory" on the left hand side of the page. Please contact Meghan Theriault, Town Engineer, at 603-497-3617 ext 280 if there are any questions. Thank you for your patience.

**Black Brook Road Phase 3:** "This will likely be the last project update for Black Brook Road for this year. This week the crew worked on finish loam and seed layout and signage for the new all-way stop intersection at East Dunbarton Road, and mailbox resets. Today the crew is working on base paving driveways and around drainage structures, the paving contractor's schedule did not allow them to return as we had hoped. They are now set to arrive on Tuesday to pave the top 1.5" of asphalt driveways, in addition to the areas that are to receive asphalt berm/cape cod curbing. I (DPW Director Jacobs) fully expect to remove the detour on Tuesday afternoon. The pavement marking contractor is set to return to town in two weeks to paint as well. The wearing course paving of this final phase will be performed in summer of 2017, to allow any possible settlement or seasonal heaving to show itself before the final layer of asphalt is applied. If we've done our job properly, the spring heave should be all but eliminated. It's been a pleasure working with your neighborhood, and if you have any lingering questions or concerns don't hesitate to ask. We will be sending out post-construction surveys soon. Your feedback would be much appreciated and help us with future projects."

**Worthley Hill Road:** "This will likely be the last project update for Worthley Hill Road for this year. This week the crew worked on backfilling behind the curb and berm, ADA warning plates for the sidewalk tip downs, finish loam and seeding, finish paving of driveways and sidewalk, restoration of the staging area under the power lines, and mailbox resets. Final areas of seed and street sweeping will be accomplished this afternoon. Still to be done, street signs will be replaced where necessary soon, and the pavement marking contractor is set to return to town in two weeks to paint. The wearing course paving of this final phase will be performed in summer of 2017, to allow any possible settlement or seasonal heaving to show itself before the final layer of asphalt is applied. If we've done our job properly, the spring heave should be all but eliminated. It's been a pleasure working with your neighborhood, and if you have any lingering questions or concerns don't hesitate to ask. We will be sending out post-construction surveys soon, your feedback would be much appreciated and help us with future projects."

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Glenwood/Ridgewood/Westside: “I was onsite this morning to check in with Manchester Water Works, and they are making good progress. The main line installation is complete and tested, and they began swapping over house services to the new public main this morning. It looks as though they will be complete by the middle of next week. Following hot on their heels will be Park Construction to begin work on the sewer main replacement. Sewer anticipates 3-5 days for that project. Also beginning soon will be the installation of the new gas main by Liberty Utilities, they may even begin early on Maplewood if they can avoid the sewer work on Glenridge. I (DPW Director) have also asked Eversource to survey a few of the trees that are either at the road edge, unhealthy, or leaning over the road. Hopefully they will be able to assist with the removal and save some of our road budget. The Town portion of the work is tentatively set to begin on Tuesday, September 13th, which would place the completion date at roughly the end of October. I'll keep you posted if anything changes. If you have any questions, don't hesitate to ask.”

Vice Chairman Lemay asked DPW Director Jacobs to convey to the workers that they do great work.

**PUBLIC COMMENT**

John Hinds said he lives at 12 Honeysuckle Lane. He is commenting about two stop signs. As you come down Smith Road toward Maple Street there is a small unnamed street. There is an all-way stop sign. Town Administrator Desruisseaux said it is Ben Circle. John Hinds asked why the stop sign is on that little side street. He's never seen a car stopped there. He'd like to see it go away.

Selectmen Adams said he drives that way all the time and wonders why he has to stop. John Hinds said at the intersection of Smith Road and Maple there is a stop sign. There is a stop sign on Smith Road, which is obvious. And there is a stop sign right in front of the apartment building. Why is it there? The normal flow of traffic shouldn't have a stop sign for everyone.

Selectman Adams said he'd like some background on the history before making a decision. It defies logic and isn't environmentally friendly. Selectmen Pierce said both of those intersections became all-way stops in the last 4-5 years so there should be good records. Vice Chairman Lemay said this would normally go to the Highway Safety Committee, who would make a recommendation to the Board of Selectmen. Then there would be a decision made. They have a meeting this Wednesday.

Police Chief Browne said there are a couple that we wouldn't be able to assign to an officer to investigate it. It would get on the agenda for the fourth quarter meeting and we'll have had a Highway Safety investigation. They rely upon the Police Officer's recommendation for information. Vice Chairman Lemay said a Police Officer will count cars and do a complete sketch of it. Police Chief Browne said one of his officers would be in touch with John Hinds.

**DARK FIBER BID AWARD RECOMMENDATION**

IT Director Neil Funcke said they received three bids and chose the low bid option, which was the only option that didn't include a large up-front installation or build cost. We are

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recommending First Light with option 1. We are asking for authorization for the Town Administrator to sign the contract. We budgeted last year for this to be installed this year. We put out a request for multiple sites. We are trying to create a network. Companies dropped two of the most important sites—Station 17 and Stonebridge Country Club. We can go without fiber there for the time being to create an internal network at a less expensive price. Fairpoint picked two different sites—the Summit and Stonebridge Country Club. Vice Chairman Lemay asked why leave Station 17 out of the loop. IT Director Funcke said it is due to the expense. We can still reach them for now if we bump up internet speed and use a virtual private network. Chairman Lemay asked when they would connect those sites. IT Director Funcke said they are looking at grants and hope for next year. Vice Chairman Lemay said his concern is waiting a year or two or three down the road. IT Director Funcke said they could negotiate the contract with First Light to see if we can get a better deal a year from now. We received the pricing we did because they got a contract in Goffstown to run a fiber project. Selectmen Adams said both options have no money for the install. IT Director Funcke said that is correct. Selectmen Brown said option 2 is doubled. IT Director Funcke said that is what the number came out as. Selectman Adams said you are also doubling the time.

*Selectman Adams made a motion to authorize the Town Administrator to sign the contract with FirstLight for Option 1 for a 60 month term. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.*

## **2017 TOWN BUDGET**

### **Overview of 2017 Town Budget**

Town Administrator Desruisseaux said the Budget Overview is in the front of the books. The 2017 Operating Budget Article consists of three parts: the General Fund, which is up 9.63%. That is below what the Selectmen asked to be brought to them. The EMS Special Revenue Fund is up 7.17%. And the Sewer Fund, not yet finalized by the Sewer Commission, is up 37.13%. The operating expense requests are down \$88,248 over all. The CIP requests are up \$1,802,712. During the budget process some CIP items become Special Articles. So to see the big picture you need to look at both Special Articles and CIP at the same time. If you add the Special Articles into the calculation, not including the \$2.3 million bond, then the total increase to the 2017 General Fund Budget is \$904,369. The General Fund Revenues we have estimated revenue offset at \$5,564,220. The 2017 estimated total revenue offset is \$6,425,127, an increase of \$860,907, resulting in a balance of \$324,409 to be funded by either taxes or Unassigned Fund Balance. Regarding wages, non-union employees are placed on the MRI of new matrices adopted by the Board of Selectmen. There is one new position—a dispatcher.

For insurances, the Department Head Budget estimates a 10% increase in health insurance for 2017 based on current plan selections. We receive our Worker's Compensation rates at the end of October and any adjustments will be made in the Selectmen Budget. Workers Compensation Rates reflect the 2016 rates based on 2017 estimated wages. Property Liability Insurance has been budgeted with a 9% cap increase for the last six months of the year. Regarding utilities the Town has entered into a very favorable multi-year agreement for the energy portion of the electric bill but the distribution portion continues to increase. The Department Head budget assumes a 5% increase on the actuals. This year's heating season contract for heating oil is \$1.845 per gallon down from last year's heating season's rate of \$2.249 per gallon.

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The Department head budget is based on a three year average of gallons used times the current rate unless there were heating source changes in their facility. This year's heating season contracted rate for propane is \$1.129 per gallon down from last season's rate of \$1.199 per gallon. The Department head budget is based on a three year average of gallons used times the current rate unless there were heating source changes in their facility. Diesel is at a contracted rate of \$1.98 per gallon, whereas in 2016 it was \$2.379. Gasoline is at a contracted rate of \$1.785 per gallon whereas it was \$2.199 in 2016.

For the NHRS, current rates for Group 1 is 11.17%, for Group II Police it is 26.38%, and for Group II Fire it is 29.16%. The projected rates as of July 1, 2017 would be 11.38% for Group I. Group II Police would be 29.43%, and for Group II Fire, the rate would be 31.89%. The Department Head budget is based on current rates. NHRS Board of Directors will vote in September on new rates effective 7/1/17, and the Selectmen Budget will be adjusted accordingly.

**Public Works 2017 Budget**

DPW Director Jacobs presented his budget with a Powerpoint presentation. He said there is a copy of this presentation on the Town website. Thus far, their accomplishments include Alene Drive storm water detention pond, a street light conversion to LED, and the Pleasant Street pedestrian bridge. We've started mobile data collection for asset management to work smarter as we go. We had significant sinkhole action by the Wa-Toy on Mast Road that needed repair. It will require replacement in the future. We helped Parks & Recreation with the Roy Park project. The Station 18 demolition, the Skate Park demolition, and utility conduit. We start the Parker Station Bridge tomorrow. The Westlawn Cemetery expansion fencing is scheduled to start this month. Road work accomplishments include 4% of the total road network: Paige Hill Road Phase 2, Black Brook Phase 3, Worthley Hill Phase 2/3, Kendall Hadley Way, and overlays on Elm, Center, Snow, Rosemont & 2015 reclaim projects. Glenridge Ave. starts this week and the College Road sidewalk will take us through the fall. If the budget and time allows, we will start Stinson Road Phase 1. There is about 3,575 feet of sidewalk between Worthley Hill Road and College Road. In 2017, his approach is to continue the expanded use of budget detail. Year over year trends will be identified. The goal is to reduce the budget from last year and still support our long term needs. He compared the 2016 and 2017 budgets. The operating and personnel item has a 2% increase due to the non-union personnel and some insurance. We have a 9% decrease in operating/non-personnel. Revenues are up by about 4.4%. The Highway Grant Block Funding has gone up a bit. Recycling revenues are projected to be up a little bit. We anticipate bridge aid this year. This number doesn't include that. It's not a sure thing.

DPW Director Jacobs said there is a 2% increase in wage/insurances, uniforms, and facility supplies. There is a decrease in gas, equipment maintenance and facility maintenance. Public Works is our biggest in the budget. That is decreased by 1.8%. There are increases in wage/insurances, uniforms, mobile tech, and facility maintenance. There are decreases in OT, professional dues, employee development, travel, legal, postage, propane, water, diesel, gas, P & L, salt and crack sealing. He is proposing the elimination of crack sealing from the Public Works Operations. There have been studies to show that there isn't any difference in 10 years down the road. It's a symptom, not a solution, of the road failure.

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DPW Director Jacobs said Stormwater Operations include increases in wage/insurances and uniforms. We have decreases in overtime, insurances, travel, and consulting. For Fleet Operations we have increases in wages/insurances and uniforms. We have decreases in overtime, lubricants, towing, maintenance supplies, and paint/recon tools. For the Solid Waste and Recycling, there are increases in wages/benefits, uniforms, bulky waste, trash, and operating supplies. There are decreases in part time wages, insurances, travel, consulting, brush grinding, Household Hazardous Waste, recycling, cell phone, electricity, diesel, fleet maintenance, equipment maintenance, and supplies.

DPW Director Jacobs reviewed submissions to the Capital Improvement Plan. He's tried to peg out a whole replacement cycle. Last year it was \$458,000 and this year he is asking for \$457,000. For projects there is an increase including the dam that will be back in the budget this year. For trucks we are looking to replace 20 of 8 six-wheel dump trucks, each at \$175,000 for full outfitting. We are looking to replace the 2004 Bobcat skidsteer loader. He will look for a late model to see savings. We have a 2006 Ford F550 crew cab. The idea is to recondition the current plow and headgear and outfit the truck with a new stainless body and spreader.

DPW Director Jacobs addressed the Road Plan. The goal is to get it up to \$1.425 million by 2021 with gradual increases in road plan funding. The \$825,000 in 2017 would include road reclamation, drainage, and sidewalks for Main Street and North Mast Road. It will include CMAQ improvements. We have savings from a light winter and would like to encumber those for next year's road plan. We should look at street furniture for Main Street, including lighting, street trees, etc. Town Administrator Desruisseaux said there was discussion about some signage to let people know where they were. An overlay for Normand Road and Paige Road from Locust to Route 13 has been budgeted. Westlawn Cemetery expansion project will continue. This year includes landscaping. The year 2018 will be the final phase. We have about 60 plots left. Uncanoonuc Dam repairs were deferred from 2016 and will be done this year. Permitting is in process. The CIP amount is \$222,488. There had been hope for a FEMA grant, and we are not a candidate because it's due to lack of maintenance. It's a risk to put it in as a special article. If we have to put it off we get a backlog on bigger ticket items. Town Administrator Desruisseaux said the risk of a special article is that no means no. If you had to replace it due to a breach, you'd have problems.

DPW Director Jacobs said the Tirrell Hill Road Bridge was deferred since 2015. It was recommended in 2013 by a consultant. It's not on the red list but it's also not on the NHDOT bridge aid list for construction reimbursement. There is a program to reimburse for design only and we may be able to get 80% funding on the design costs. The Henry Bridge was recommended for rehabilitation or replacement in 2014. The main concern is the original granite block abutment. It's looking more and more like it's red listed but the report isn't back yet. It will be added to the NHDOT bridge aid list if it requires replacement. The CIP amount is \$50,000 for further inspections and study. There is a \$20,000 request for design for the two Bog Road Bridges. It is not on the DOT red list or the State Aid Bridge list. We anticipate about \$115,000 for the rehabilitation. Modifications from last year's CIP include the East Dunbarton Road Bridge, which was deferred to 2018 and detention pond reconstruction. It is deferred indefinitely after the successful Alene Drive project.

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Selectman Brown asked about the plan regarding the detention ponds. DPW Director Jacobs said it would be to mow them regularly when they are rehabbed.

**Town Hall 2017 Budget by Town Administrator Desruisseaux**

Town Administrator Desruisseaux presented the Town Hall Budget highlights. Due to reorganization, some from Economic Development will be going to Planning at the end of the year. The overall budget is down about .052%. Wage and wage related lines includes 2 full time employees, ½ of 2 full time employees, and 2 part time employees, as well as the Selectmen's stipend. The Town Clerk's budget is up 1.06% this year. Elections are down because we only have one in 2017. They are down 61.87%. Finance is down 12.66%. It is due to our reorganization. Tax Collection is down 17.79%. Information Technology is increased by 16.72%. Revaluation is increased by 11.82%. Planning, Zoning, and EDC is increased by 29.85%. That is due to the reorganization and the hiring of a full time zoning officer.

Other General Government includes the Conservation Commission for milfoil at \$15,000 and the Budget Committee with a decrease of \$300. That is an increase of 73.50% because the milfoil has been added to the operating budget rather than a special article. Building and Health has an increase of 1.85%. It is all wage related. Human Services decreased by 8.67% due to a reduction in direct assistance. The 2017 Administration Capital Improvements increased by 11.76%. That includes three items—a security system, fire alarm system, and exterior door replacements for Town Hall, as well as the Master Plan Update. The Town Hall budget is down about \$13,000 or 1/2%. This budget allows implementation of a new Wage & Classification Plan as developed by a consultant and as adopted by the Board of Selectmen. It also provides for 12 months of a fiber network, pictometry, Master Plan updates, and an update of an aging security system, fire alarm system, and exterior doors.

Vice Chairman Lemay asked if all the budgets will show the new information from the MRI matrix. Town Administrator Desruisseaux said it will.

Vice Chairman Lemay said Chairman Georgantas can't attend the Budget Committee meeting of September 15<sup>th</sup>. Selectmen Pierce said he would check his schedule to see if he is available to attend and will coordinate with Vice Chairman Lemay.

**TOWN ADMINISTRATOR'S REPORT**

**Selectmen's Meeting Schedule**

Town Administrator Desruisseaux said Tuesday are the State Primary Elections. We will only have two Selectmen and we need three signatures. Selectmen Brown said he would come back to be there for that. Town Administrator Desruisseaux said someone could be appointed. Also Tuesday, September 13, the ZBA meets at 7 pm. A Selectmen doesn't attend that meeting. The Highway Safety Committee meets at 9 am on Wednesday, September 14. Selectman Brown will attend. The HDC also meets on Wednesday, September 14 at 6:30 pm. Vice Chairman Lemay said he would attend. The Budget Committee meets on Thursday, September 15 at 7 pm. Selectman Pierce will check his schedule, and if he can't attend, Vice Chairman Lemay will be available.

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**Consensus Folder**

Town Administrator Desruisseaux said there is a “Thank You” letter to Kimberly Peace. There are event permits for Crispin’s House Crop Walk for Hunger on September 25 from noon to 2 pm and the GMSP Giant Pumpkin Weekend on October 15<sup>th</sup> and 16<sup>th</sup>. There is a discharge of lien for Map 4, Lot 95. There is the MS-1. There is a Right-to-Inter for Tibbetts, at Shirley Hill Cemetery, Section 3, Lots 100-1-7A. There are four contracts to accept a Highway Safety Grant. *Selectman Adams made a motion to approve the Consensus folder. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.*

**Correspondence**

Town Administrator Desruisseaux said there is a letter from David & Eleanor Christie with a request for a stop sign. They were referred to the Highway Safety Committee. There is also a thank you letter from Connie Rousseau of Davignon Street. That is for the street light.

**Eversource Request to move rock at Glen Lake trailer parking for utility pole work**

Town Administrator Desruisseaux said Eversource needs to work on some utility poles near the Glen Lake Parking Area. In order to access the area with their bucket truck they need to temporarily move a large rock. The Public Works Director has no issue and Eversource will restore the area after they complete the needed repairs. Selectman Brown said DPW Director Jacobs can handle that. It’s not a big deal.

Selectmen Adams asked about the vegetative maintenance and removal of trees between the street and Glen Lake. Trees were marked and they don’t want it to be cleared. Town Administrator Desruisseaux said she will call and ask them.

**Used Vehicles for Sale Notice**

Town Administrator Desruisseaux said there is a notice of used town vehicles for sale enclosed in the Board’s packets. There is no action to take. It is just for the Board’s information.

**Appointments to Cable Committee**

Town Administrator Desruisseaux said Scott Gross, Barbara Doody, Jason Cote, and Michael Przekaza are recommended to be appointed.

*Selectmen Adams made a motion to appoint Scott Gross, Barbara Doody, Jason Cote and Michael Przekaza to the Cable Committee. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.*

**Building Permit on Class VI Road (Map 24, Lot 71A)**

Town Administrator Desruisseaux said at Tab 7g in their packets is a memo from the Town Planner regarding the issuance of an after the fact building permit on Sarette Road for the addition of a second floor and to replace siding. The Waiver of Municipal Liability form has been recorded at the Registry of Deeds. The Planning Board has reviewed the application and has no comment. Selectmen Adams asked about it being after the fact. Town Administrator Desruisseaux said they didn’t realize they needed permits for the addition.

*Selectman Brown made a motion to approve the building permit on Map 24, Lot 71, on a Class VI road, provided there is not a bedroom, and that it is inspected the Building Inspector. Selectman Adams seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.*

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Town Administrator Desruisseaux said our deliberative session has to be between the first two Saturdays of February. We usually have it on Wednesday nights. The School Department has acknowledged it is available on Wednesday, February 8, 2017.

*Selectman Adams made a motion to set the deliberative meeting date for February 8, 2017 at 7 pm, with a snow date of February 9, 2017. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.*

**SELECTMEN DISCUSSION**

**Committee Meeting Reports:**

**Sewer Commission—August 25, 2016**

Selectmen Adams said they met but didn't have the information needed to put forth a budget.

**EDC—September 7, 2016**

Vice Chairman Lemay said they are looking at trying to develop a site plan application process. There has been grumbling with the way things are going. It is included in the Selectmen's packets. We are looking to implement this. It will be brought forth to the Planning Board. If it is approved, it's a major step to streamline the process. Selectmen Adams asked about the phrase "Open for Business." He wouldn't include that phrase in the event it is denied. The EDC wants to try to streamline the process and make it easier to have things done in town. Town Administrator Desruisseaux said they are to discuss an ad hoc committee. We are looking for a member of the Board of Selectmen to sit on it. Town Administrator Desruisseaux said she would develop a charter and mission statement for it and the Board can vote on it next week. She asked about the I-293 exit 6 and 7 meeting and what was said about lifting the trucking restriction on the Back Road in Manchester. Vice Chairman Lemay said at the meeting we heard the restriction had been lifted. Town Administrator Desruisseaux said she sent an email to the Manchester DPW Director to verify that. Selectman Adams said just because they lifted it doesn't mean they won't impose it again. Selectman Pierce said there are two plans for exit 7. One has the road off the exit terminating at the intersection of Straw and Goffstown Road in Manchester. There is a good possibility exit 7 will be done first—8 years from now. Vice Chairman Lemay agreed. Selectman Pierce noted that will take the burden off of exit 6 while it is under construction. Drivers coming from Goffstown will be able to avoid that intersection. Vice Chairman Lemay said they measured the amount of traffic that uses these intersections daily. Selectmen Pierce pointed out that the economic development of the region is one of the criteria which will be used to decide which option will be chosen.

**Planning Board—September 8, 2016**

Selectmen Pierce said they had a full briefing on the CIP and it was passed on without changes. There was the continuation of an application to convert a barn into a single bay automobile repair shop. The Board had many comments for the applicant, and they want the plan redrawn to reduce the number of footnotes. That was continued to a future meeting. The last one was on Laurier Street. A duplex was recently constructed with the concept of a single driveway branching off like a "Y" to terminate at the garage doors. There wasn't enough distance to do this so the applicant requested a conditional use permit for this. It was approved. They also looked at the building permit on the class VI road—Sarette Road.

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Selectman Adams said there was discussion at the Sewer Commission about a workshop. Do we need to take minutes and is it subject to public notice? Town Administrator said they have always been treated as meetings because there is a quorum of the Board. Selectmen Adams said they are talking about reviewing the Sewer Use Ordinance. Town Administrator Desruisseaux said she's asked it about subcommittees but not about workshops. She will ask NHMA Legal.

**NEW BUSINESS:** Nothing new was submitted.

**OLD BUSINESS**

**Action Matrix**

Town Administrator Desruisseaux said the only change regarding the Grasmere Town Hall is that they did get quote for \$1,650 to repair parts of the slate roof. It will go to the next HDC meeting for them to decide which way to go. Selectmen Brown asked what needs to be done to finish the whole thing. Vice Chairman Lemay said it's painted and wrapping up well. Town Administrator Desruisseaux said we are waiting on the septic system, emergency lighting, fire extinguishers, and the newel post. We had bids on the septic system—whether to go out or do it in house. Vice Chairman Lemay said DPW has a full plate and he'd rather bid out. Town Administrator Desruisseaux said she would highlight the lines that could possibly fund it that might have a surplus. She will have a RFP written out for next meeting. We can remove the Wage and Classification Report. Because Pinardville/911 is ongoing, we can take that off of the matrix. Vice Chairman Lemay said it is ongoing but we had another one the other night. They are working on the policy for class VI roads. Town Administrator Desruisseaux said the Planning Board matter is an ongoing thing.

Selectman Adams said when Grasmere is done, we want to use it. How will it be used and what are the guidelines? Selectmen Pierce asked if there should be a budget item for the furniture needs for the second floor. Town Administrator Desruisseaux said some towns have set up non-profit organizations. Whatever profit there is, is used to maintain it. They wouldn't have the regulations it would have under the Town ownership. Selectman Adams said he likes that idea.

Selectman Pierce asked if we should looking at Goffstown Junior Baseball and exiting through the parking lot at the next session. Town Administrator Desruisseaux said she would put that on the schedule for next week.

***8:00 p.m. Selectman Brown made a motion to adjourn. Selectman Adams seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.***

Respectfully submitted,

Gail Labrecque  
Recording Secretary

Approved by the Board on 9/19/16 with the following changes: on page 4, last paragraph, change "There is a cap of 9% increase." to "Property Liability Insurance has been budgeted with a 9% cap increase for the last six months of the year.", on page 9, end of first paragraph, change "February 7" to February 8" and on page 9, under EDC change "She asked about the I-293 exit 6

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and 7 trucking restriction” to “She asked about the I-293 exit 6 and 7 meeting and what was said about lifting the trucking restriction on the Back Road in Manchester.”