
TOWN OF GOFFSTOWN

BOARD OF SELECTMEN MEETING



JUNE 13, 2016



Town of Goffstown

BOARD OF SELECTMEN

16 MAIN STREET
GOFFSTOWN, NH 03045
497-8990 x100 • FAX 497-8993

June 13, 2016

SELECTMEN MEETING AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

- 6:00 pm 1. **Acceptance/Correction of minutes:** 5/23/16 and 6/6/16 public and non-public minutes
- 6:05 pm 2. **Announcements:**
- a. Traffic Alert – Glenridge & Elmwood Ave
 - b. Completion of Eagle Scout Project by Eric Choquette – Kiosk on Rail Trail
- 6:10 pm 3. **Public Comment**
- 6:20 pm 4. **Jean Walker, Cemetery Trustee re: fence at Westlawn Cemetery**
- 6:30 pm 5. **Public Works Director Adam Jacobs re:**
- a. Fence at Westlawn Cemetery
 - b. Request to submit letter of intent to apply for Transportation Alternatives Program (TAP) grant funds for various sidewalk projects in the road plan
 - c. Road project updates
- 6:45 pm 6. **Fire Chief Richard O'Brien re:**
- a. Request to apply for an Emergency Management Performance Grant (EMPG) for the Church St. Fire Station Project (\$140,000)
 - b. Implementing decision to relocate skateboard park to allow for more village parking during construction projects
- 7:00 pm 7. **Town Administrator's Report**
- a. Selectmen Meeting Schedule
 - b. Consensus Folder
 - c. Assessor's Recommendations
 - d. Town Clerk & Police Chief's request to issue civil forfeiture letters including a \$5 administrative fee per household
 - e. Recommendation from Historic District Commission and Asst. Town Administrator re: exterior painting and repair at Grasmere Town Hall
 - f. Authorization needed to negotiate heating oil and propane rates
- 6:40 pm 8. **Selectmen Discussion**
- a. Committee Meeting Reports: Ad-Hoc Committee parking near rail trail and GJB (5/24/16); Conservation Commission (5/26/16); Historic District Commission (5/25/16); Economic Development (6/1/16); CIP (6/2/16); Planning Board (5/26/16 & 6/9/16);
 - b. New Business: nothing submitted
 - c. Old Business: Action Matrix
- 7:30 pm 9. **Public Comment**
- 7:40 pm 10. **Non-Public Session RSA 91-A:3 II (b) hiring**
- ADJOURN by 10:00 pm

The public is cordially invited to attend.

Except for scheduled public hearings all other times on the agenda are approximate.

Any person with a disability who wishes to attend this public meeting and needs to be provided a reasonable accommodation in order to participate, please call the Town Hall (497-8990 x100) at least 72 hours in advance so that arrangements can be made.

Town Administrator's Report

June 13, 2016

CALL TO ORDER

PLEDGE OF ALLEGIANCE

- 6:00 pm 1. **Acceptance/Correction of minutes:** 5/23/16 and 6/6/16 public & non-public minutes #1
- 6:05 pm 2. **Announcements:** #2
- a. Traffic Alert – Glenridge& Elmwood Ave
 - b. Completion of Eagle Scout Project by Eric Choquette – Kiosk on Rail Trail
- 6:10 pm 3. **Public Comment**
- 6:20 pm 4. **Jean Walker, Cemetery Trustee re: fence at Westlawn Cemetery**
- 6:30 pm 5. **Public Works Director Adam Jacobs re:**
- a. Fence at Westlawn Cemetery #5a
 - b. Request to submit letter of intent to apply for Transportation Alternatives Program (TAP) grant funds for various sidewalk projects in the road plan #5b
 - c. Road project updates
- 6:45 pm 6. **Fire Chief Richard O'Brien re:** #6
- a. Request to apply for an Emergency Management Performance Grant (EMPG) for the Church St. Fire Station Project (\$140,000)
 - b. Implementing decision to relocate skateboard park to allow for more village parking during construction projects
- 7:00 pm 7. **Town Administrator's Report**
- a. Selectmen Meeting Schedule
 - 6/15/16 Weds. 9:00 am Highway Safety Committee @ PD
 - 6/15/16 Weds. 6:30 pm Library Trustees @ Library
 - 6/15/16 Weds. 7:00 pm Parks & Rec @ P&R Center
 - 6/16/16 Thurs. 7:00 pm CIP, Room 106
 - 6/21/16 Tues. 6:00 pm Sewer Commission, Room 106
 - 6/22/16 Weds. 6:30 pm HDC @ Grasmere Town Hall
 - 6/22/16 Weds. 7:00 pm Conservation Commission, Room 106
 - 6/23/16 Thurs. 7:00 pm Planning Board, Room 106
 - 6/24/16 Fri. CLOSING ON CONSERVATION EASEMENT (time tbd)
 - b. Consensus Folder
 - Employee Status Reports: Patrol Officer merit increase for degree; Specialized Assignment as SRO; Inactive EMT & CFF; DPW – 2 seasonal laborers, 1 FT laborer, PT solid waste attendant
 - Pole License Request: #260/21A – PSNH Monarch Ave.
 - Event Permits: Library – Outdoor Skywatch 7/13/16 8pm-11pm; Concert on Common 7/21/16 11am-12pm; Touch-a-Truck 8/11/16 10am-noon
 - Right to Inter: Beard and heirs: Shirley Hill Cemetery Section 3 Lot 15-25B; Arthur Rose & Allison Shanahan and heirs Westlawn Section 1987, Lots 13 & 14; Al and Dian Baines and heirs, Shirley Hill Cemetery Section 1 Lot 89
 - Revised DRA Forms re: Rail Trail Grant

Motion needed.
 - c. Assessor's Recommendations

Report of Timber Cuts (recommended): Map 5, Lots 56 and 56-5; Map 3, Lot 64A; Map 1, Lot 36

2015 Tax Year Abatements (Denial): Map 34, Lot 169; Map 18, Lot 60

Motion needed.
 - d. Town Clerk & Police Chief's request to issue civil forfeiture letters including a \$5 administrative fee per household #7d
 - e. Recommendation from Historic District Commission and Asst. Town Administrator re: exterior painting and repair at Grasmere Town Hall #7e

Town Administrator's Report

June 13, 2016

Motion needed.

- f. Authorization needed to negotiate heating oil and propane rates
Motion needed.

- 6:40 pm 8. **Selectmen Discussion**
 - a. Committee Meeting Reports: **#8a**
Ad-Hoc Committee parking near rail trail and GJB (5/24/16); Conservation Commission (5/26/16); Historic District Commission (5/25/16); Economic Development (6/1/16); CIP (6/2/16); and Planning Board (5/26/16 & 6/9/16)
 - b. New Business: nothing submitted
 - c. Old Business: Action Matrix **#8c**
- 7:30 pm 9. **Public Comment**
- 7:40 pm 10. **Non-Public Session RSA 91-A:3 II (b) hiring**

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In attendance were Chairman Peter Georgantas, 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.

6:00 pm CALL TO ORDER BY CHAIRMAN GEORGANTAS

The Board said the Pledge of Allegiance.

ACCEPTANCE/CORRECTION OF MINUTES

Vice Chairman Lemay made a motion to approve the public and non-public minutes to the Board of Selectman meeting of May 9, 2016 and May 16, 2016. Selectman Pierce seconded the motion. VOTE: 4-0-1. Motion carries. Selectman Brown abstained.

ANNOUNCEMENTS

Chairman Georgantas said the Supervisors of the Checklist will be in session at Town Hall, in the Administration Office at 16 Main Street, Goffstown, NH on Tuesday, May 31st from 7-7:30 pm downstairs in Room 109 for the purpose of making corrections to the checklist and for new voter registration. Change of address and party affiliation changes can be made at this time. This is the last day to change party affiliation prior to the NH state primary. If you are registering to vote, please bring photo ID, proof of date of birth and residence address. Anyone not born in the United States must also bring proof of citizenship. Any person with a disability who needs to be provided a reasonable accommodation in order to participate, please call the Town Hall at 497-8990, ext 100 at least 72 hours in advance so arrangements can be made.

The Memorial Day Parade is Monday, May 30 and starts at 8:30 am.

He said there is also a letter of commendation of Sergeant Pinard from Explorer Assistant Director Brandon McGorry. They held a weekend challenge competition on May 6, 2016 and Sergeant Geoff Pinard was instrumental in helping this program succeed. While it is only a weekend program, he works year round for this. The devotion he shows to the Explorer program as a whole is unparalleled. There is also a letter from Jessica Timmons commending Goffstown's diligence related to an incident on Manchester's west side, in reference to the police shooting in Manchester. She thanked them for keeping our kids and our community safe. There is also a notice of rising water levels some time on Monday, May 23 for Glen Lake. As of last Friday it was noticed that the lakes were low. It could take a few days to rise. It should be at 272.5 (feet) on Memorial Day weekend.

PUBLIC COMMENT—6 pm

Andy Cadorette said he is the Goffstown representative to the Piscataquog River Local Advisory Committee. In the April 11 meeting of the Select board, there was a proposal to sell three properties in town. There is little public access along the river. There is a dam, and the ability to portage around the dam is limited. Can the town think of not selling that land? His thought is for this to be a portage site around the dam. This spot could allow for someone to come out on Mill Street and go down to the river and continue on. It's a rough site and has a steep incline. It's not the best site today, but it's an opportunity. It could potentially be used in the future. For under a \$1000 who knows what the potential could be.

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Town Administrator Desruisseaux asked where people would park when they do portaging. Andy Cadorette said they may start in New Boston. Selectman Adams said they don't actually go in at that location. Andy Cadorette said there is access around the dam but there is no public land to get into the river. He thinks there's a boat launch at the dam by Kelly Street.

TOWN ADMINISTRATOR'S REPORT

Selectmen Meeting Schedule

Town Administrator Desruisseaux said on Tuesday, May 24th, at 4:30 pm there is the Board of Selectmen Ad Hoc Committee meeting regarding parking for Goffstown Junior Baseball. This is for Selectman Adams, Selectman Pierce for the Rail Trail, and the Junior Baseball League. On Wednesday, May 25th at 6:30 pm, is the meeting of the Library Trustees Strategic Workshop, Grasmere Town Hall. Also on Wednesday, May 25th the Conservation Commission meets at 7 pm and HDC meets at 7 pm. On Thursday, May 26th, the Planning Board meets at 7 pm. Town Hall will be closed on Monday, May 30th, for Memorial Day. On Wednesday, June 1st, EDC meets at 6:30 pm and on Thursday, June 2nd, CIP meets at 7 pm.

Vice Chairman Lemay asked if they (HDC) were going back to Grasmere Town Hall for their meetings. Town Administrator Desruisseaux said she would check on it. Vice Chairman Lemay said he will be at the EDC and HDC meetings. Selectman Pierce said he will be at the Conservation Commission meeting. Selectman Adams said he would like to swap the Planning Board meetings for Conservation meetings. Selectman Pierce agreed to the swap. Selectman Brown said he would attend the May 26 Planning Board meeting.

Consensus Folder

Town Administrator Desruisseaux said they have Employee Status Reports for Parks & Recreation – Seasonal workers rehires: 2 Counselors in Training; 2 Counselor; 2 Counselor Managers; 4 Lifeguard II; 1 Lifeguard Asst.; 1 Head Lifeguard. New hires include 2 Playground Counselors; 1 Lifeguard I; 1 Head Lifeguard. There is a Proclamation for Retirement, a response letter to James Dunnell regarding parking at Glen Lake, and a Betterment Assessment Warrant for Lynchville-Danis Parks Water Project. We have an event permit request from Parks & Recreation for the Goffstown Gallop on June 25, 2016. We have a Right to Inter for Raab, at Westlawn Cemetery, Section 1991, Lot 22. We have Pole Licenses for Poles #863/2 to #863/3 (Shirley Hill Rd.) – Fairpoint Plan #297278; Poles #2/3, 2/4 & 2/5 (Elm St.) - Fairpoint and Eversource – PSNH Plan 2646386; Poles #61/19, 61/19.5 & 61/20 (Bog Rd.) - Fairpoint and Eversource – PSNH Plan 2545882. There are Thank You for your service letters for various members of Committees/Boards and there are Certificates of Appreciation for various members of Committees/Boards.

Selectman Adams made a motion to approve the Consensus folder. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Assessor's Recommendations

Town Administrator Desruisseaux said there is an Intent of Timber Cut recommended for Map 5, Lots 13-2, 13, 32-4 and 33 and for Map 8, Lot 1. There are Reports of Timber Cuts recommended for Map 7, Lot 94, Map 8, Lot 33, Map 11, Lot 10, Map 11, Lot 6 and Map 7, Lots 91 & 91A. There is a Current Use – Land Use Change Tax Lien Release recommended for Map 7, Lot 94.

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Selectman Pierce made a motion to accept the Assessor's recommendations. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Energy Rates for Electricity

Town Administrator Desruisseaux said based upon the Board's prior authorization to negotiate rates, we have entered into agreements with Standard Power and First Point Power for the energy portion of our electric bills. All agreements have the non-appropriation clause. Please see tab #4d for rates and savings. This is a consortium with SNHPC and has very good rates. They are a "not-to-exceed" contract. The rates for each of Nov. 2016-Mar 2017, Nov. 2017-Nov. 2018, and Nov. 2018-Mar. 2019 will be the Eversource default rate minus 8 cents. The vendor would be Standard Power of America. Through First Point Power for July-November, 2016 the rates would be .06110, for an estimated savings of \$18,320. For Mar.-Nov. 2017, the rates would be .06849, for an estimated savings of \$25,981. For Mar.-Nov. 2018, the rates would be .07410, for an estimated savings of \$22,892. And for Mar.-Nov. 2019 the rates would be .07837, for an estimated savings of \$20,258.

Gasoline & Diesel Rates

Town Administrator Desruisseaux said our contracts for Gasoline and Diesel Rates will expire when we have purchased the previously contracted gallons. We anticipate needing a new contract by July 1st. This is another volatile market where the prices change daily. Does the Board wish to authorize staff to negotiate and sign contracts for the town? As always we would compare the quotes with State bid prices.

Selectman Brown made a motion to authorize the Town Administrator to negotiate and sign contracts for the Town for gasoline and diesel rates. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Out-of-state overnight travel request

Town Administrator Desruisseaux said the IT Director requests authorization to attend the "Virtualization Technology Users Group" seminar in Freeport, Maine this July. Seminar is free, only cost is travel and one night hotel stay which has been budgeted. He goes there annually because there is always something coming up.

Selectman Pierce made a motion to authorize the out-of-state overnight travel request by the IT Director to attend the Virtualization Technology Users Group seminar in Freeport, Maine. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Employee Development account line overage

Town Administrator Desruisseaux said she requests the Board's authorization to over-expend the Tax Collector's employee development line and travel line due to training of the new Tax Collector and new Deputy Tax Collector. The bottom line will not be overspent.

Selectman Adams made a motion to approve the Employee Development account line overage, with the understanding the bottom line will not be overspent. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Grant Opportunity

Town Administrator Desruisseaux said as you are aware our introductory transportation program primarily servicing the elderly and disabled is funded through 6/30/17. So we would be looking

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for funding our match at the March 2017 Town Meeting unless we can access a grant for this purpose. Would the Board like to submit a grant application to the Mary & John Elliot Charitable Foundation for possible funding of the Town's match? Grant application deadline is Sept. 1, 2016.

Selectman Adams made a motion to submit a grant application as requested. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Appointments to EDC

Town Administrator Desruisseaux said Economic Development Council recommends the appointment of JoAnn Duffy and Cathy Whooten to EDC as regular members. Both were alternate members.

Selectman Brown made a motion to appoint JoAnn Duffy and Cathy Whooten to the EDC as regular members. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

\$25 Donation from Ryanwood Condo Association

Town Administrator Desruisseaux said per RSA 31:95-b donations to the town must appear on the Selectmen's Agenda for acceptance. This donation is made for use of the Grasmere own Hall for a meeting.

Selectman Adams made a motion to accept and authorize the deposit of the donation into the Grasmere Town Hall Restoration Fund. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Tax Collector Affidavits

Town Administrator Desruisseaux said in accordance with RSA 80:61, the Tax Collector has submitted the Affidavit of Liens for the Lynchville-Danis Park Betterment Assessment, Property Taxes, and Sewer. These documents can be found in the Selectmen's FYI folder. No action is required of the Board. She thanked Selectman Pierce for finding a glitch in the software.

SELECTMEN'S DISCUSSION

Committee Reports:

CIP

Vice Chairman Lemay said the Water Precincts had no submissions. They talked with the Fire Chief and Police Chief regarding their submissions. The Fire Chief has submitted for Jaws of Life replacement, portable radios, vehicle replacements and Utility Task Vehicle to be jointly used with the Police Department, and a thermal imaging camera. We talked about the Mast Road Fire Station. The Police Department is looking to replace three cruisers, make station repairs and improvements, for a radar trailer and portable radios. Radios have a life expectancy of about ten years and we've gone past that.

Planning Board

Vice Chairman Lemay said they talked about the accessory dwelling unit Senate Bill 146 and the Master Plan. They talked of reviewing the vision statements. They talked of giving each section to the pertinent department to review and make comments. They talked of zoning changes and the CIFZ. Tim Redmond put a request into the CIP for the administrative aspect of the Master Plan update.

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All Boards

Chairman Georgantas said it was different than last year. It went well but we were missing a few key components such as Water and Sewer. They are important to the economic development aspect of it. It was good to hear from the folks about their plans and goals.

Sewer Commission

Selectman Adams said Tim Redmond has replaced Cathy Whooten on the Commission. We talked about a sewer ordinance being drafted by Hoyle & Tanner. There was a lot of discussion about sewer upgrades and making sure they were in step with the road plan, so they make their upgrades at the same time as the roads are worked on.

Library Trustees

Selectman Pierce said Carol Granfield, who has been hired to look at the pay matrix of the non-union employees of the Town, made a presentation to the Trustees subcommittee of HR. They are also considering their CIP submissions, but there is no decision yet.

Parks & Recreation Commission

Selectman Pierce said Roy Park is under construction for the playground and bathroom pavilion. Discussion centered on the readiness to have the pools in operation by June 18th and the playgrounds by June 20th. They discussed that the Barnard Sports Complex had their Alteration of Terrain permit submitted. One of their next steps is the report from the Piscataquog River Local Advisory Committee. That report was in our FYI folder.

Budget Committee

Vice Chairman Lemay said no one went to the Budget Committee meeting. He was out of town.

NEW BUSINESS

Chairman Georgantas said there have been no new submittals, but we need to discuss our parking situations and make a plan. At the Irving Gas Station it's all gravel where they've parked on the new grass. Selectman Pierce said 200 feet along the shoulder of the road was taped off today. Chairman Georgantas asked if we need to reseed it. Selectman Pierce said it's dry. We'll need some rain.

Town Administrator Desruisseaux said it was taped off on one side of Normand Road. But sometimes they are parking on both sides. Could you bring that up at the meeting tomorrow? Chairman Georgantas said the Rail Trail Mast Road parking was all over the place when he went by tonight. They were even parked along the exit way. Selectman Adams said they park by the substation and is not a good situation. They use the light to cross and it was going off every 5 minutes. Selectman Pierce said if that sports complex was a new facility coming before the Planning Board, they would have to justify that they have adequate parking for the amount of use. Selectman Adams said we've been there. You've not done that for the Rail Trail and there are not enough parking spaces for the Rail Trail use. We shouldn't hold one group to a different standard from another. We should apply things consistently across the board. If it can't meet the parking requirements, we as a community should address what's best for all. Chairman Georgantas said people should use the Parks & Recreation lot for parking. Selectman Pierce said they do, as well as the County's parking lot. Chairman Georgantas asked where people get the

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information as to how to park. Selectman Pierce said the Town's website indicates where parking is available for the Rail Trail. There are signs up by the Irving Gas Station that says "no parking" and where approved parking would be.

Chairman Georgantas said people are used to parking at Irving. He originally thought they were supposed to park there. Selectman Pierce said there are now signs up that say no motor vehicles and directs them to the County parking lot. Town Administrator Desruisseaux asked if the County Commissioners are okay with it, that people park there for the Rail Trail. Selectman Pierce said it is public parking. Town Administrator Desruisseaux said she wouldn't want to offend them. She knows the County wants to work with us and wonders if the County would allow us to use some of their land next to the Women's Prison to develop parking.

Selectman Adams said the Mooseclub Park parking area is really small there, and he heard concerns that trail users are parking on private property. Selectman Pierce the cleared land is the Town's right-of-way. There are signs to ask them not to park on the shoulder. Regarding no parking on the inside of the curb on Henry Bridge Road, are we going to wait for Highway Safety to make a recommendation to the Board, or would the Board like to start the public hearing process? Town Administrator Desruisseaux said you would need a draft ordinance. Police usually write those. Selectman Adams suggested the video-taping that DPW Director Jacobs offered to do, be done on a Saturday to see the highest intensity use. Police Chief Browne said he is planning to do it this Saturday. Town Administrator Desruisseaux asked if the Board wanted to go forward with an ordinance. Chairman Georgantas said he thinks they should.

Police Chief Browne said if we are going to be doing this, it goes to a conversation he had with Town Administrator Desruisseaux about having no parking signs to temporarily restrict parking in an area. There are many events in town where they would be helpful. If you do it in a place such as Mooseclub Park, people just end up getting it and they park elsewhere. Signs are no longer needed. They aren't expensive but there is no authority for the Police Department to put up a temporary sign ordinance without authorization by the Board of Selectmen. New Boston does it during the 4H grounds. He agreed to write up the ordinance and bring it to them.

OLD BUSINESS

Action Matrix

Town Administrator Desruisseaux said there is no update on Grasmere Town Hall. Chairman Georgantas said we will be working on the Wage Classifications in non-public session. Regarding the Post Office, the insert went into the tax bill and Selectman Adams is still working on the re-write.

6:45 pm Selectman Adams made a motion to enter into non-public session per RSA 91-A:3 II (a) compensation and (d) real estate. Selectman Brown seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Adams-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 5-0-0. All in favor. Motion carries.

6:55 pm Selectman Brown made a motion to exit non-public session. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

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Vice Chairman Lemay made a motion to seal the minutes to the non-public session. Selectman Brown seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Adams-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 5-0-0. All in favor. Motion carries.

The Board re-entered public session at 6:57 pm.

PUBLIC HEARING - Amendment of Rail Trail Ordinance to allow use from dusk to dawn with proper illumination

Chairman Georgantas called the Public Hearing to order at 7 pm. He said this is a legally noticed public hearing. In compliance with RSA 41:14-b the Selectmen announce public hearings on 5/9/16 and 5/23/16 at 7 pm at Town Hall, 16 Main Street, Goffstown, NH to accept public input on the proposed amendment to the Rail Trail Ordinance which would allow use of the trail after dusk and before dawn with proper illumination by the user. A vote is scheduled on this ordinance on June 6, 2016.

You have three minutes to speak. If you want to speak you have to be signed up on the list. Selectman Pierce asked if non-residents can speak. Chairman Georgantas said the Board voted last week that they would not. He said the fourth graders at Bartlett Elementary School put together some letters and their comments, sent to Selectman Pierce through Town Hall. There were 12 “no” and 5 “yes.” Selectman Adams complimented the teacher, Caitlin Johnson and her students for doing this exercise. It’s very valuable and good to see them get involved in the political processes and it’s a good decision.

Chairman Georgantas read the following letters submitted in writing from Dave French, who is against the proposed change; from Paula Bedard, who stated she is strongly in favor of allowing the Rail Trail to be used in darkness; from Jennifer Kaminski, who is in favor of keeping the current hours of Rail Trail use in place; from John Feick, who is in favor of Rail Trail use after dark; from Lisa Powers, who is in favor of Rail Trail use after dark; from Casey Moore, in favor of Rail Trail use after dark; from Mike Goumas, who is in favor of keeping the Rail Trail open 24 hours and from David Christie who submitted 2 letters stating he is not in favor of night time Rail Trail use.

Warren Denby said he is here in two roles. As the President of the Friends of the Goffstown Rail Trail he wants people to know the organization is neutral. Our charter as a 501-C non-profit is to promote, publish and inform and help maintain/develop the rail trail. As a resident, he’s aware that 48% of the trail is predevelopment and is subject to the Town ordinance. Fifty percent (50%) is not subject to any ordinance at this time. He knows that there are surveys by the US National Parks Service that indicate developed trails register 1/100 of 1% of crime on the trails. He suggests restriction of use between 9 pm to 5 am.

Chairman Georgantas said what is before us is to have no restrictions on it. You are saying it shouldn’t be under predevelopment any longer. Warren Denby said he suggests they have an ordinance that covers the entire trail, and eliminate the predevelopment language of the ordinance. Chairman Georgantas asked if your house was 52% built, would you ask for a permit

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to move in. Warren Denby said that would be ridiculous scenario. Selectman Pierce said 48% has been improved and 52% is not improved but is passable with some difficulties because of roots and sand.

Arlene Burns, an abutter from Morgan Estates said when this trail was first approved people came around and knocked on their doors to talk about the trail. They were told it wouldn't be paved and there would be no lighting. She didn't get a notice of this meeting. She is opposed to this. She is concerned about liability. If something happens on the trail, would the Town be liable? She doesn't want to have to pay more money to the town. She doesn't think it's a good idea. She's seen bicycles at night when it is dark, and a number of them in line with their lights on. They are crossing a road in Morgan Estates and she doesn't think it's a good thing at night time. She doesn't want liability if something happens in front of her house. Initially there was discussion about a fence being put up but they've not seen one. She doesn't know who would put it up but it's not their (Morgan Estates) trail. How would people from out of the area know that they will be crossing a road?

Ken Cohn, an abutter at Morgan Estates said Morgan Estates is a great place to live. We do have a noise restriction from 10 pm to 8 am. We are concerned with people coming on the trail, drinking beer, lighting bonfires, which would be against our by-laws at Morgan Estates. He just started using the trail from Morgan Estates to the Bridge at Kelly Street. He thinks it's the most dangerous path to walk, even during the day. One of the first letters you read was from someone who wanted to approve it. He asked the letter be fact-checked to see how true they are. They said they use the trail to get to work in Manchester. What did they do before the bridge was built? He's against the change. Selectman Pierce showed him the plans and the fence that was supposed to go behind it.

Carrie Sheriden, of Palomino Court/Morgan Estates said she loves it because it is quiet. One of the biggest complaints is that it is a quiet area. During the summer you can hear people walking and talking down the rail trail. If people are allowed to have their bicycles or walking on the Rail Trail many have their radios. In the summer she has her windows open and could hear it.

Adam and Sarah Lucas, 64 Mooseclub Park Road, live at the intersection of the Rail Trail. Adams Lucas said their biggest concern is Town and personal liability. Their lot is 19 acres. They've had a drunk man, two sets of teenagers, he's had to remove a vagrant camp, on their property. His biggest problem is that he doesn't want to have to post everything. It would make the trail ugly to have no trespassing signs for a ¼ mile of the trail. We share a substantial border with the trail, and 19 acres is a substantial parcel to patrol. Sarah Lucas said people say good and bad people will be walking there. If people know they shouldn't be there, then it's bad people that will be on the trail.

Jean Preble, 505 Mast Road, an abutter is opposed to the Rail Trail ordinance change. There are many sidewalks in the area. This invites a great problem with drinking, drugs, etc. It brings more people into doing this. All the areas are not that safe. We've already had garbage thrown down there. Where are the garbage buckets? Her neighbor picked some up. Who is patrolling the area? It's all part of it. We don't want the garbage on our property. She hopes the Board considers this very carefully. She understands Selectman Pierce is the one who brought this up.

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Selectman Pierce said he made the motion and it was discussed by the Board. Chairman Georgantas said we are trying to get your input so we can make an informed decision. That's what this is about. In the next two weeks the Board will make a decision. Jean Preble asked if he read all the letters submitted. Town Administrator Desruisseaux explained the letters weren't all in the packet correctly. They were all read.

Jill Calvo, 15 Shirley Park Road, said she is one of the largest abutters of the Rail Trail. The Trail is a nice use of green space and allows for a healthy lifestyle for many. As an abutter, it provides for a bumpy ride. She abuts the Rail Trail and Glen Lake. She has had to call the police several times because people leave the trail, go down her property to the lake and swim. The police only give warnings. From her experience the police won't do anything. There is concern for the 40 foot drop off. She asked for fencing and was told it was cost prohibited yet it was placed along the trail where safety isn't a concern. Did the Board commit to do a safety study? Other trails opened at night have a 30% increase in violent crimes. With the corridor opened to Manchester, she's concerned our crime rate would be higher. Other trails have correlated crimes on the trail with crimes in the community. People will leave more trash and not pick up after their dogs because people aren't watching at night. How many victims will it take to have the trail lighted and call boxes installed? She deals with a lot of noise from the Rail Trail. People urinate on her lawn. Property values have increased with the Rail Trail, but statistics show it declines. Has the Town considered the risks? She's opposed to increasing the hours.

Sherry Marchand, 20 Glenwood Drive said she is in favor of extending the hours. She is a runner and uses the Rail Trail for safety reasons. She's almost been hit on Mast Road despite illumination and a vest. In the summer there is no problem. She ran all winter long using different parts of the Rail Trail because she didn't know about the ordinance. People that will trespass and burglarize don't care. They already don't follow the rules. She thinks a compromise of hours is in order. She understands the concerns but it's been a lifesaver for her—her life, stress levels and other people on the trail.

Bob Hanaven, 35 Catamount Road, said he is opposed to changing the time in the ordinance. He uses the trail for biking and walking. He's been friendly to abutters he encounters. It would be disappointing and an encumbrance to have to deal with people at night. Is it legitimate or not? If they call the police, they have to go out and see what's going on. In the summer, people can use the trail until 9 pm. He doesn't see the rational for going beyond that.

Hank Boyle said he agrees with Bob Hanaven and Dave French. Susan and Mike Hillhouse said she agrees with Jill and is against it.

Brad Parkhurst, 81 South Mast Street, GTV and Parks & Rec, speaking on his own behalf. He is opposed to this. He has 300 feet along contested property. Who owns it is not for here and now. He thanked Selectman Adams for requesting Selectman Pierce to recuse himself. The deed is a release deed. It's not a right-of-way. The grantor, B & M can put in a telecommunication line over this property. It's part of the deed. There have been property issues of his for years, with people going across his property to get to the Rail Trail. If you go at night, only 48% has been developed. Fifty-two percent (52%) is not. Ms. Bedard's letter said you don't have to specify

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF MAY 23, 2016

lighting. He's concerned about who is going to control it; about the police having to respond if someone is injured. He said there was a fire incident about 4 weeks ago. He thanked the Police and Fire Departments for being there. He's concerned about the liability for the town.

John Burt, from 7 Bay Street is a Representative to Goffstown, Weare, and Deering. He's against the change in hours because it will cost taxpayers money. He was told the Rail Trail would cost no money to the taxpayers. We just installed 3 Rail Trail crossing lights. Seven years ago a child was hit. We don't have cross lights for them. The new DPW Director said there was a problem with the grant and it would cost Goffstown \$144,000. We have a school that needs major repairs. Spending \$735,000 on the trail is not where we should be spending our money. If they pave it, can you imagine the cost of that? If we allow the corridor, lights will be next. It will be at a huge cost. Police will add to the cost. Look at the whole picture.

Phil Rose said he is on the Board of Directors for the Rail Trail. He'd like to see the 24/7 on the trail. People have to get their data straight.

Trisha Maliska, 193 South Mast, on Angel Point. She has the lake, snow mobile corridor and the Rail Trail. She pays a large amount of taxes due to the scenic taxes. She sees a lot of people on the Rail Trail. It's not an easy path in the day time, never mind daytime. She has seen bear and moose. We should stick with the original dusk to dawn, which was promised to everyone who donated their property. As a resident and taxpayer, you have to consider us. She's had things stolen off her property. They have 17 signs on their property yet they have no respect. The people who want this don't live on the bike path. We give all day long to them. Please stick to dusk to dawn.

Phyllis Hanaven, 35 Catamount Road, said she is very opposed. She is a biker and they bike the trail during the day. It is bumpy and the sides do drop off. It is an inappropriate request to serve a few people when it will impact a huge community of people. Residents and neighbors were initially not in favor, but it was passed to benefit the town. This is an inappropriate request.

Chairman Georgantas closed the public hearing at 7:56 pm. He said the public meeting will be a public meeting but not a public hearing.

Vice Chairman Lemay made a motion to close the skateboard park and recommend it for parking, and to recommend finding space at a more appropriate location for a skateboard park. Selectman Adams seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

7:57 pm Selectman Adams made a motion to adjourn. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Respectfully submitted,

Gail Labrecque
Recording Secretary

Subject to approval by the Board of Selectmen.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 6, 2016

In attendance were Chairman Peter Georgantas, Vice Chairman Mark Lemay, Selectman Collis Adams (until 6:15 pm, via telephone), Selectman Allen Brown, Selectman David Pierce, and Town Administrator Sue Desruisseaux. Also in attendance was Adam McCune—GTV Director, and Gail Labrecque—Recording Secretary.

6:00 pm CALL TO ORDER BY CHAIRMAN GEORGANTAS

The Board said the Pledge of Allegiance.

SELECTMEN'S BUSINESS

Rail Trail Ordinance: Vote on Proposed amendment regarding hours of use per RSA 41:14-b.

Town Administrator Desruisseaux said the Board has held the required two public hearings, and has waited the required time to vote on the proposed amendment, which was to allow use 24 hours per day. Selectman Pierce said we've had quite a bit of testimony, and many who did comment don't want the Rail Trail open in the dark hours. Knowing that the City of Nashua has posted hours set by the clock, he's willing to entertain some discussion before a motion is made that we would not go by the dawn/dusk limits of the day. They are quite variable during the year. If you aren't knowledgeable of those hours it could be confusing for those using the trail. Rather than setting it open 24 hours per day, he'd like to have set hours by the clock.

Chairman Georgantas said our public hearing stated it was for 24 hours. We would have to go through the whole process again. He would want to have more public input. Selectman Pierce said the ordinance was on the dark hour use of the trail. Our concern was the hours of use of the trail. This Board is to decide the hours. That is what the hearing was for.

Chairman Georgantas said the hearing was about opening the trail 24 hours. It was obvious the majority didn't want that. To have another plan, the fair thing to do would be to go through the process again. At the start of this, he was contacted by an abutter who wanted to know the rules. They needed to post it, and they were dawn to dusk. That's when you made a motion to have a hearing to amend the hours to be open 24 hours. The hearing was either 24 hours or dawn to dusk.

Selectman Brown said that was his impression of what it was to be. Selectman Adams said the vast majority were not in favor of 24 hours. The proposal came forward and the comment was on 24 hours per day. If we are going to set specific hours, the people should have input. There were comments that people were willing to have different hours. People didn't testify as to what they thought the hours should be. Vice Chairman Lemay said he'd rather vote on what is before them—the 24 hours. Different hours is another issue and another debate.

Selectman Adams made a motion to deny the motion to open the Rail Trail 24 hours and maintain the hours of dawn to dusk. Selectman Brown seconded the motion. VOTE: 4-1-0. Selectman Pierce voted against. Motion carries.

Selectman Pierce made a motion that the Rail Trail be open by set hours of the clock—5 am to 9 pm. The motion died for lack of a second.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 6, 2016

PRLAC Request to Retain Tax Deeded Property on Mill Street, Map 34, Lot 127-1

Chairman Georgantas said there is a request from the Piscataquog River Local Advisory Council to retain a tax deeded property on Mill Street - Map 34, Lot 127-1.

Selectman Pierce provided a picture of the front of the property. The deed calls for 43 feet of frontage on Mill Street. That is the only descriptor and there are no pins. He measured 86.5 feet from a surveyed control point. That determined where the 43 feet would start. Both parcels, 16 Mill Street and the vacant parcel, were both owned by the same individual. The vacant parcel was mostly paved. Almost 31 feet of the 43 feet has been paved. It has been utilized by the duplex at 16 Mill Street. Chairman Georgantas asked if 16 Mill Street is interested in purchasing the property. Town Administrator Desruisseaux said there is a bid from an abutter.

Chairman Georgantas said he saw the property and it's rough. He's not inclined to try to retain it. Selectman Pierce said we've been asked by the Piscataquog Conservancy if we want to entertain the idea of having a portage area there at some point. Selectman Brown said he doesn't see a reason to retain it. Vice Chairman Lemay said there is a portaging area down by the sewerage plant. People can put in from there. Selectman Pierce said that's a considerable walk from West Union Street. If we do sell this tax deeded property it's forever lost from our control to be able to do something with it. He doesn't feel we should be worried about the cost of building a portage ramp or stairs. It could be a volunteer effort in the future.

Chairman Georgantas said he's concerned about maintaining a piece of property and having other people using it. Selectman Pierce said people have expanded their back yards on what is technically Town land since the rail corridor has been abandoned. It doesn't inhibit the intended use of the Rail path. If the Town were to continue to own this parcel, we could do the same thing. We could give them a revocable license to use the property. The property would be preserved. Selectman Adams said he supports retaining it. We should retain every parcel on the river that we have a chance to get for future use. Chairman Georgantas said he doesn't want to license someone to use the Town's property. Are we responsible for maintaining it? Selectman Pierce said it's similar to the Rail bed that has septic systems and sheds on it. They have a revocable license. Chairman Georgantas said we can't have a license for someone else to use it. Selectman Adams said the only thing before us is retaining the property.

Selectman Brown made a motion to retain the property on Mill Street. Selectman Adams seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Selectman Adams exited the meeting at 6:15 pm.

Volunteer Recognition

Chairman Georgantas said the Board recognizes those who did not renew their volunteer position on a town committee and who had four or more years of service on that committee. In attendance were Tina Daniels, Cathy Whooten, and Mark Collins. He recognized these individuals with a certificate and those with 7-9 years of service were also awarded pins. Some could not attend tonight but will still be recognized.

Recognized for 4 Years of Service were Joseph Spoerl—Budget Committee, Richard Lee Sperry—Budget Committee, Denise Langley—Rails to Trails Committee and Lowell Von

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 6, 2016

Ruden—Rails to Trails Committee. Recognized for 5 Years of Service was Brian Fournier—Economic Development Committee. Recognized for 7 Years of Service were Joan Konieczny—Cemetery Trustee and Mark Collins—Historic District Commission. Recognized for 8 Years of Service was Tina Daniels—Supervisor of Checklist. Recognized for 9 Years of Service was Cathy Whooten—Sewer Commission.

6:23 pm Selectman Brown made a motion to enter into non-public session per RSA 91-A:3(d) real estate. Vice Chairman Lemay seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 4-0-0. All in favor. Motion carries.

6:43 pm Vice Chairman Lemay made a motion to exit non-public session. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Vice Chairman Lemay made a motion to seal the minutes to the non-public session. Selectman Brown seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 4-0-0. All in favor. Motion carries.

Vice Chairman Lemay inquired as to the ownership status of the 1927 Engine 2 (Seagraves) and the DA Taggart hand pumper currently located in the Taggart Shed. He stated that the shed is scheduled for demolition next month for the Station #18 project and these trucks need to be stored somewhere. Members inquired if this was temporary or permanent situation as some recollected that one design called for an addition for these trucks. Town Administrator will verify ownership and let the Board know.

6:55 pm Selectman Brown made a motion to adjourn. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Respectfully submitted,

Gail Labrecque
Recording Secretary

Subject to approval by the Board of Selectmen.



NEWS RELEASE

TRAFFIC ALERT

GLEN RIDGE AVE & ELMWOOD AVE
GOFFSTOWN

June 7, 2016

GOFFSTOWN - The Goffstown Sewer Department announces road construction work related to manhole work and paving on Glen Ridge Ave and Elmwood Ave. The project will start Wednesday, June 8th and will last about two weeks. Single lane alternating traffic will be necessary at times. Delays should be expected 7am - 5pm, Monday - Friday. Please contact; The Goffstown Sewer Department at (603) 497-3671 Ext. 240 with any questions. Thank you for your patience.

Sue Desruisseaux

From: Dave Pierce
Sent: Thursday, June 02, 2016 11:44 AM
To: Sue Desruisseaux
Subject: Selectmen Agenda for 6 June
Attachments: Kiosk at County May 2016.pdf

Sue,
I'd like to let the public know that an Eagle Scout project donated to the town has been completed. The best way to do that would be for the attached one-page report to be in the read-ahead packet rather than in the FYI folder. Possible? Perhaps under new business?

Dave

**Kiosk on the Goffstown Rail Trail
built by
Eric Choquette, Troop 99 Eagle Scout Candidate**

Authorized as donation to the town by Selectmen action on April 20, 2015

Location: On town rail trail property, to east side of a gravel road crossing the rail trail from the public parking lot serving the Hillsborough County Administrative Complex.

Completed May 15, 2016

Completion verified to the Eagle Scout review board of Goffstown Troop 99 by Friends of GRT officer David Pierce



Memorandum

To: Board of Selectmen

From: Adam L. Jacobs, Director of Public Works *AKS*

Date: June 10th, 2016

Re: REQUEST TO ADVERTISE FOR WESTLAWN CEMETERY FENCING

The 2016 DPW budget includes \$68,500 in the capital improvements line for fencing at the Westlawn Cemetery expansion site. This project is a continuation of the work that was done in 2013 to add a double drive gate and supporting skirt fencing. That project was awarded to Mill City Iron Fabricators, Inc. of Manchester as a sole source vendor. Mill City provided an estimate in 2013 for the remainder of the fencing, and is willing to hold that estimate if the town decides not to go out to bid in 2016.

The original work required custom fabrication for the gate, and included granite posts and attachments. In contrast, the remaining fencing is relatively standard in design. I believe we will be able to receive multiple competitive bids if we advertise this time, and the process will follow the town purchasing policy. The recommended RFP (attached) specifies the same design materials and style as the new steel fence, in accordance with the decision of the Cemetery Trustees.

Town of Goffstown

Request for Proposals

The Town of Goffstown, New Hampshire seeks proposals to furnish and install fence for the expansion of the Westlawn Cemetery located on North Mast Street in Goffstown, NH. Proposal must reflect (with materials and labor prices itemized):

- Sixty-two (62) 8 ft. sections to match existing fence at the new Westlawn Cemetery gate, of which four (4) sections on each end will project inward 90 degrees along the corners of the maintained property
- Fence must be primer galvanized mild steel and powder coated gloss black
- 8 ft. fence sections shall have steel posts at each end
- Pickets are $\frac{3}{4}$ " x $\frac{3}{4}$ " at 5" on center with blunt-pointed tops, 45" height, mounted 3-1/2" off the ground
- Posts are 1-3/16" x 1-3/16" with blunt-pointed tops and are set in concrete footings
- Fence sections will begin at existing granite posts, requiring mounting brackets to match
- Declaration and length of warranty/guarantee of materials and workmanship
- Three references, listing name and telephone number of individual who may be contacted

The Town of Goffstown, NH reserves the right to negotiate, accept or reject any and all bids, as well as waive any informality in the best interest of the Town. All bid proposals must be submitted in a sealed envelope, clearly marked on the outside with the words "**2016 WESTLAWN CEMETERY FENCING**" and received no later than 1:00 p.m. June 24th, 2016 at the Town Offices, 16 Main Street, Goffstown, NH 03045. Bids will be opened and publicly read at that time. Questions should be directed to the Department of Public Works at (603) 497-3617.



Photo 1 – Existing fence and post style



Photo 2 – New fence location, west side of entry gate



Photo 3 – New fence location, east side of entry gate



Photo 4 – Double upper rail closeup



Photo 5 – Lower rail and post bracket closeup



Photo 6 – Rail width closeup



Photo 7 – Granite end post connection closeup

Memorandum

To: Board of Selectmen

From: Adam L. Jacobs, Director of Public Works *ALJ*

Date: June 10th, 2016

Re: REQUEST TO SUBMIT LETTER OF INTENT FOR TAP GRANT FUNDS

The State of NH is now accepting letters of intent to apply for the current round of federal Transportation Alternatives Program (TAP) grant funds. The TAP program encompasses the Transportation Enhancement, Safe Routes To School, and Scenic Byways programs. The NH allocation is approximately \$3.2M over the next two years.

The DPW has several roads in the short term plan that will receive new or reconstructed sidewalk to increase walkability in school, urban, or economic development target areas. I would like to submit a letter of intent to apply for approximately \$433,000 in grant funding, representing 80% of \$541,000 in planned work between 2018 and 2020. Local match would be in the form of road plan budget and force account labor.

The deadline for LOI submission is July 1st, 2016. If approved, the full application for grant funding would follow per TAP program guidelines.



Town of Goffstown

DEPARTMENT OF PUBLIC WORKS

June 8th, 2016

Mr. Thomas Jameson, P.E. TAP Program Manager
NHDOT Bureau of Planning & Community Assistance
John O. Morton Building
7 Hazen Drive, PO Box 483
Concord, NH 03302-0483

RE: Transportation Alternatives Program (Letter of Intent)

Dear Mr. Jameson,

Please accept this correspondence on behalf of the Town of Goffstown signaling our interest in applying for Transportation Alternatives Program funds in the recently announced application cycle. The town has several upcoming road projects that provide opportunity to improve sidewalk connectivity throughout town.

The town has a desire to build paved sidewalks to increase safety and walkability for pedestrians (namely school-aged children) in the areas of the Goffstown High School and Bartlett Elementary School, in addition to Church Street in the Goffstown Village area and Daniel Plummer Road in the Pinardville Area. Please see attached maps of proposed projects for details. In total, the town has roughly \$541,000 of sidewalk projects scheduled in the near term, and is requesting 80% federal TAP funds of approximately \$433,000.

The proposed project on South Mast Street would extend 5' paved sidewalk roughly 1200' from Wallace Road to Park Lane, which would improve connectivity from downtown and nearby neighborhoods to both the high school parking lot and the town Parks & Recreation facility. There are no known right-of-way, historical, or natural resource impacts. We estimate the sidewalk portion of the project to cost approximately \$48,000.



Town of Goffstown

DEPARTMENT OF PUBLIC WORKS

The proposed project on Church Street in the Goffstown Village would rehabilitate and extend 5' paved sidewalk 2800' on each side of the street from North Mast Street to Mast Road, and potentially include complete streets design elements. There are no known historical or natural resource impacts. There are minimal right-of-way impacts anticipated. We estimate the sidewalk related portion of the project to cost approximately \$224,000.

The first proposed project in Pinardville would extend 5' paved sidewalk roughly 1625' from College Road on Warren Street and Eden Street to improve walkability to the Bartlett Elementary School and local businesses. There are no known historical or natural resource impacts. There are minimal right-of-way impacts anticipated. We estimate the sidewalk portion of the project to cost approximately \$65,000.

The second proposed project in Pinardville would extend 5' of paved sidewalk roughly 1900' on Daniel Plummer Road from Mast Road to St. Anselm Drive. This project would improve walkability to Mast Road from current high-density housing developments and businesses, as well as provide future economic development incentive in the area. There are no known historical or natural resource impacts. There are minimal right-of-way impacts anticipated. We estimate the sidewalk portion of the project to cost approximately \$76,000.

The third proposed project in Pinardville would extend 5' of paved sidewalk roughly 3200' on St. Anselm Drive to improve safety and connectivity in the neighborhoods near the campus of St. Anselm College with the local business district. There are no known historical or natural resource impacts. There are minimal right-of-way impacts anticipated. We estimate the sidewalk portion of the project to cost approximately \$128,000.

These projects meet TAP eligible activity: Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults and individuals with disabilities to access daily needs.



Town of Goffstown

DEPARTMENT OF PUBLIC WORKS

The contact person for this application process will be:

Adam Jacobs, Director of Public Works
404 Elm Street
Goffstown, NH 03045
Telephone: 497-3617, Ext. 210
Email: ajacobs@goffstownNH.gov

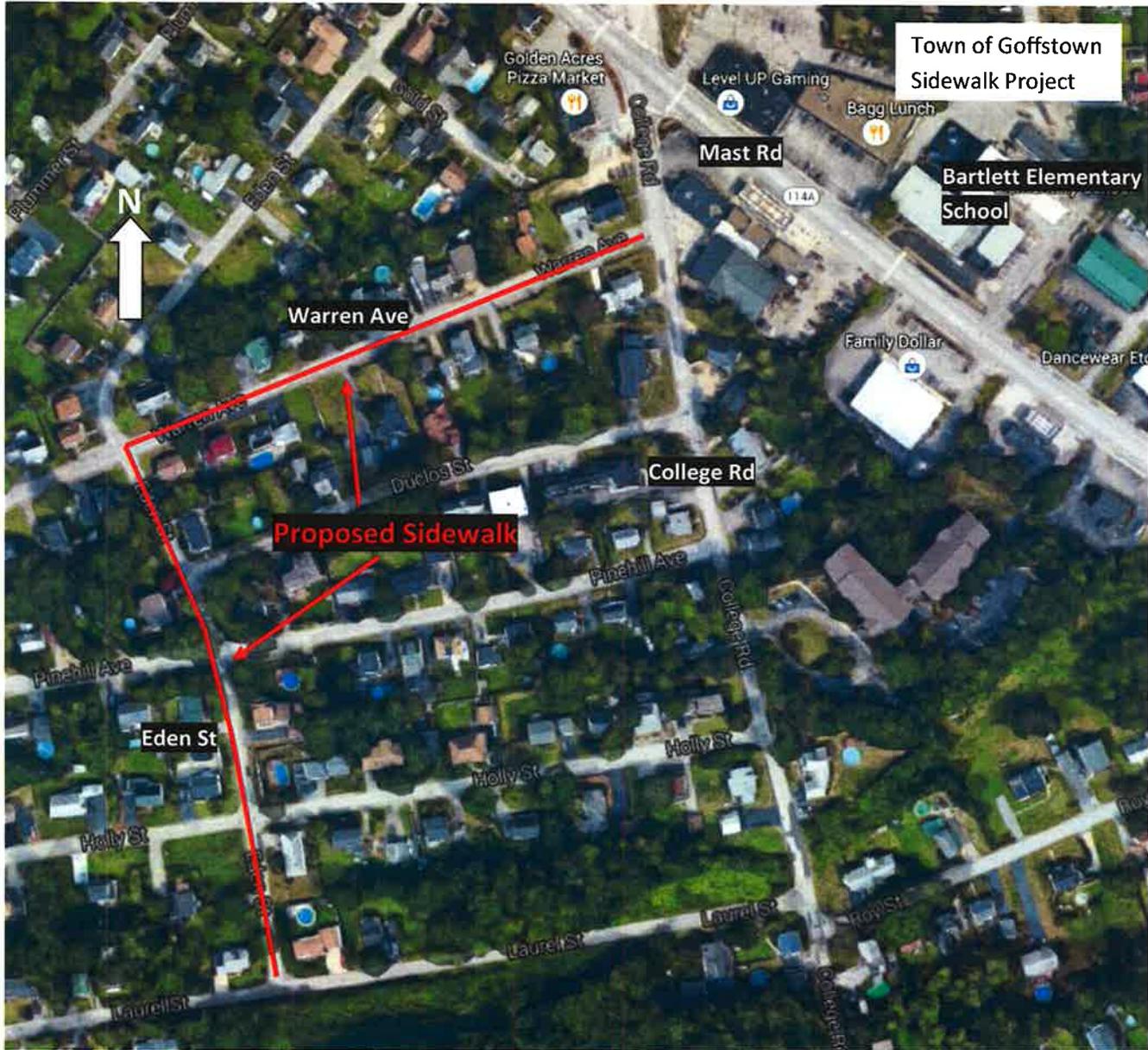
Thank you for your time and consideration.

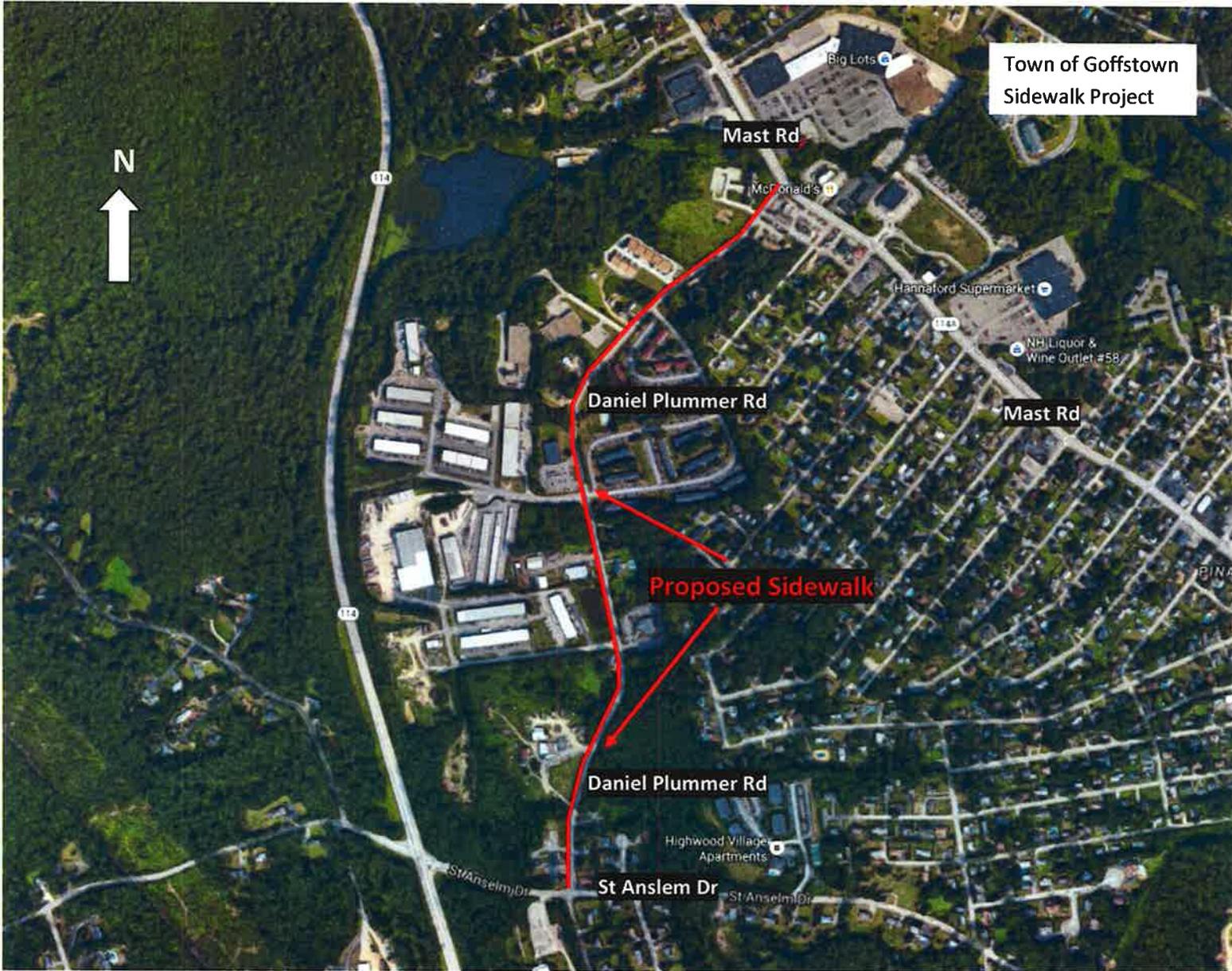
Sincerely,

Adam Jacobs
Director of Public Works

Cc: Goffstown Board of Selectmen
Sue Desruisseaux, Town Administrator
Brian Balke, Superintendent of Schools-SAU 19
Jonathan O'Rourke, Planning and Zoning Administrator







Town of Goffstown
Sidewalk Project



Mast Rd

McDonald's

Big Lots

Hannaford Supermarket

NH Liquor & Wine Outlet #58

Mast Rd

Daniel Plummer Rd

Proposed Sidewalk

Daniel Plummer Rd

St Anselm Dr

Highwood Villages
Apartments

St Anselm Dr

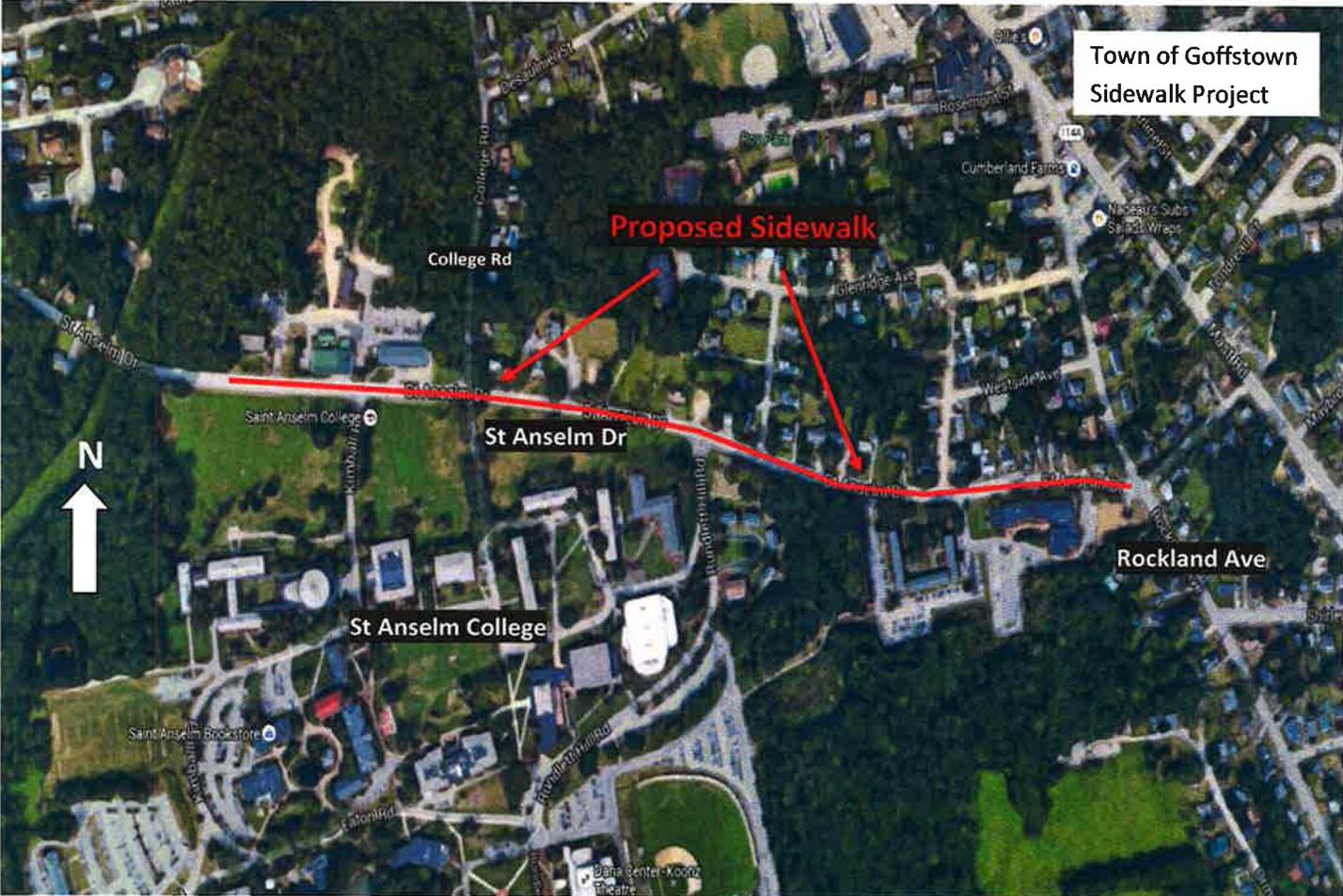
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PINA

St Anselm Dr





MEMORANDUM

To : Susan Desruisseaux, Town Administrator
Board of Selectmen

From : Chief Richard O'Brien 

CC : file

Date : June 10, 2016

RE : BOS Approval for Gran Application

The purpose of this memorandum is to request the Board of Selectmen to give approval to apply for an Emergency Management Grant.

The request is to apply for the Emergency Management Performance Grant (EMPG) for the following project at the Church Street Fire Station location:

- Emergency Back-up Power / Generator / Transfer Switch, etc.
- Emergency Operations Center (EOC) Equipment
 - Tables, Chairs, A/V needs
 - EOC data, electrical, and communications equipment
 - Installation of equipment, etc.
- Estimated Project cost: \$140,000
 - Estimated Grant Funding: \$70,000
 - Estimated Match: \$70,000 (to be budgeted into the Fire Station Improvement Project).

I will be available to present this item to the BOS and present any additional information, as requested.

If you have any questions regarding this request, please feel free to contact me. Thank you.

7d

Per NH Title XLV Animals, Chapter 466 Dogs and Cats Licensing of Dogs, the Town Clerk's Office has notified Goffstown keepers of dogs, by first class mail, to obtain a license for their dog(s) upon proof of valid rabies vaccination in accordance with the provisions of RSA 436.

Pursuant to Section 466:1-d Lists of Licensed dog Owners, requiring confidentiality of dog information, a list of unregistered dogs is available for your review in the signature file only. The list of 216 unregistered dogs from 182 households in the Town of Goffstown is provided as of the 11:50 am, June 9, 2016.

The Goffstown Board of Selectmen authorize the Town Clerk and the Chief of Police to issue civil forfeiture letters including a \$5.00 administration fee per household, to be delivered first class mail by the US Postal Service, to keepers of all unregistered dogs.

Given our hand this 13th day of June 2016.

Peter Georgantas, Chairman

Mark T. Lemay, Vice Chairman

Collis Adams

John A. Brown

David Pierce



Goffstown Police Department

326 Mast Road, Goffstown, NH 03045

NOTICE OF \$25 CIVIL FORFEITURE

Office of the Town Clerk, 16 Main Street, Goffstown, NH 03045

June 30, 2016



<Customer Name>
<Mailing Street Address>
<Town><State><zip>

Dog(s) on file:
<Tag #> <Dog Name> <Rabies Expiration>
<Tag #> <Dog Name> <Rabies Expiration>
<Tag #> <Dog Name> <Rabies Expiration>

Our records indicate that you own a dog or dogs which has/have not been licensed as required by RSA 466:1. Pursuant to RSA 466:13 you are hereby required to pay a \$25 civil forfeiture, per dog, and a \$5 per household collection service fee to the Town Clerk's Office (located at Town Hall, 16 Main Street, Goffstown) within 15 calendar days of this notice.

Payments may be made in person at the Town Clerk's Office. Our hours are Mon. - Fri., from 8:00 AM until 4:00 PM. We will be closed Mon., July 4th, 2016. Payments may also be made through the mail or online at www.Goffstown.com. Click on the blue Town Clerk registration icon; then click on the dog paw plate.

THIS IS YOUR FINAL NOTICE!

***Any person who fails to pay the forfeiture within the allotted time will be issued a summons, delivered by a police officer, to appear before the Goffstown District Court.**

At the time the forfeiture is paid to the Town Clerk's Office, you will also be required to purchase license(s) for the dog(s) for this year and last year, if the dog was unlicensed for 2015-2016. Pursuant to RSA 466:1-a and 466:4, a current rabies vaccination and a certificate stating that the dog(s) has/have been altered (if appropriate) will be required when obtaining the license. The documentation may be obtained through your veterinarian.

Please use the fee chart below to calculate what you owe to register for a 2016-2017 tag:

1 st Dog owned by Sr. Citizen	\$4.00	X	1 dog	=	\$ _____
Altered Dog(s)	\$8.50	X	_____ # of dogs	=	\$ _____
Unaltered Dog(s)	\$11.00	X	_____ # of dogs	=	\$ _____
Civil Forfeiture(s) (1 per unregistered dog)	\$25.00	X	_____ # of dogs	=	\$ _____
Collection Service Fee (1 per household)				+	\$ <u>5.00</u>
Total					\$ _____

FEES MUST BE PAID ON OR BEFORE Friday, July 15, 2016.

() Served in Hand () Left at last known residence (X) Delivered by U.S. Post office, first class mail

Cathleen Ball, Town Clerk

Robert C. Browne, Police Chief

***PLEASE CALL US IMMEDIATELY at 497-8990 Ext. 109, fax 497-5710 or email cball@GoffstownNH.gov if your dog has died, no longer resides at this address or if you have any questions. If we do not hear otherwise, we must assume that the information provided by your veterinarian remains accurate and unchanged, and you will be liable for the \$25 civil forfeiture and collection fee.**

7e

Kathryn Fisher

From: Derek Horne
Sent: Friday, June 10, 2016 9:43 AM
To: Sue Desruisseaux; Kathryn Fisher
Subject: Memo to BOS Recommending Painting Bid Award
Attachments: Memo to BOS Recommending Painting Bid Award.pdf

Attached is my memo summarizing the Bids for Grasmere Town Hall painting.

Kathryn – Please print for BOS packet.

Sue – Please be aware the HDC Summary also discusses this bid award. My recommendation is the BOS award the bid to Target New England based on the submitted bid, with a cost proposal for \$52,452.00. We budgeted \$50,000.00 for this project. Although this exceeds the budgeted amount, I believe the extra repair work proposed by Target is necessary and needs to be completed.

As you may recall I originally proposed this project as much more substantial over 3-years, at \$50,000 per year - \$150,000. I think the repair work is substantial.

If you have any questions please let me know.

Derek

Derek M. Horne
Assistant Town Administrator / Economic Development Coordinator
Town of Goffstown
16 Main Street
Goffstown, NH 03045
603-497-8990 ext. 119
603-497-8993 fax
DHorne@GoffstownNH.Gov

All E-mails are for Official Town Business only and privacy should not be assumed. E-mails are public documents unless subject matter is protected by State or Federal Laws.

Derek M. Horne
 Economic Development Coordinator/Assistant Town Administrator
 Goffstown Town Hall
 16 Main Street
 Goffstown, NH 03045
 Tel: (603) 497-8990 ext. 119
 Fax: (603) 497-8993
 E-mail: dhorne@goffstownnh.gov

ADMINISTRATION

Memo

To: Sue Desruisseaux, Town Administrator

Date: June 9, 2016

Re: Recommend Bid Award – Grasmere Town Hall Exterior Painting (ADMIN-2016-01)

The purpose of this memorandum is to make a recommendation for the Grasmere Town Hall Exterior Painting.

RFP & Public Notice

The RFP for this project was approved by the Board of Selectmen at the 03/28/16 meeting. The RFP described the work to be contracted and provided a list of required submissions. The RFP was distributed through the Union Leader, website, and posted at Town Hall.

Bids Summary

The RFP requested cost proposals for painting the rear & side exteriors of Grasmere Town Hall, with cost breakdown for repair & replacement of rotted wood and preparation & painting of the surface. The RFP included an optional scope of service for preparation & painting of the front exterior. Three bids were submitted for the 05/03/16 opening.

FIRM	Repair/ Replace rotted wood	Prep & Painting	Bid Total	Additional Notes
Capriolo Painting, Inc. Newmarket, NH	Not Bid	\$34,185.15	\$34,185.15	- Bid included required submissions. - Bid did not include cost for repair/replacement of rotted wood.
Score Construction Corp. Londonderry, NH	\$2,000.00	\$27,285.00	\$29,285.00	- Bid submission did not include related experience or profile. - Company's website indicated restoration is related to fire/flood damaged properties. - Website did not indicate historic restoration.
Target New England Alton, NH	\$18,775.00	\$33,677.00	\$52,452.00	- Bid indicated substantial repair/replacement of rotted wood, to include: <ul style="list-style-type: none"> o Repair the two gable roof ends. o Strip rotted wood shingles from entire roof. o Install new ice & water shield. o Install new cedar wood shingles. - Bid included required submissions.

Review and Recommendation

I reviewed the bid submissions, paying particular attention to the contractors' references and project experience. I feel confident all the three bidders would be able to complete preparation & painting of the side and rear sides of Grasmere Town Hall.

The building has a significant amount wood that requires repair and replacement. The bids submitted by Score Construction and Target New England provide a cost proposal for replacement and repair of rotted wood.

- Score Construction provided a minimal cost proposal for repair and replacement of wood. They did not provide detail for the type of repair and replacement that would be completed.
- Target New England provided a substantial cost proposal for repair and replacement of wood. The proposal indicated that in addition to repair and replacement of wood on the three sides as needed, they would repair the gabled ends of the building; strip rotted wood shingles from entire roof, install new ice & water shield, and install new cedar wood shingles.

I recommend the Town contract with Target New England to complete the painting of the three sides of Grasmere Town Hall.

HDC Recommendation

At the 05/25/16 regular meeting of the Historic District Commission (HDC) the Commission members reviewed the bid submissions and discussed the repair and painting to be done.

The HDC voted to recommend Target New England of Alton, NH complete the work for the repairs and painting of the building.

Please let me know if you have any questions about this RFP process or my review of the proposals received.

8a

DATE; TIME: May 24, 2016; 4:30pm

LOCATION: GJB Parking Area

SUBJECT: Ad-hoc Committee; Site Inspection and Discussion
Meeting Minutes

ATTENDEES: Collis Adams – Selectman's Rep, David Pierce – FGRT, Chief Browne – GPD, Adams Jacobs – DPW, Craig Hollinrake – GJB, ? Cody – GJB, Eric ? – GJB Engineer, Adam McCune – GTV (filming meeting)

- Group reviewed limits of Town property and GJB ball field property
- GJB has P&S agreement with RJM, awaiting PB Site Plan approval and easement over town land to access proposed parking area
- Site Plan review will be on next PB agenda; 100 space parking area with access from Mast Road near westerly-most ball field then across town land to GJB land
- GJB has three weeks left in their season after which parking demand will decrease significantly
- Contractor (Neville) has material available immediately for transport to site
- Chief Browne shared that there have been some minor issues but all-in-all things were going well
- GJB has been proactive in reaching out to users to explain the situation
- GJB agreed to post info about parking lot development on their website
- It was suggested that GJB do an infomercial on GTV
- Meeting adjourned at 5:10pm
- Collis Adams to track progress of project, provide assistance as necessary, and report back to BOS



Town of Goffstown

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16 MAIN STREET • GOFFSTOWN, NH 03045

Date: May 26, 2016
To: Susan Desruisseaux, Town Administrator
From: Patty Gale, Planning & Zoning Assistant
Subj.: Conservation Commission Report from the May 25, 2016 Meeting

THIS IS AN UNOFFICIAL SUMMARY OF THE MEETING. PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.

Review/Presentation of Wetlands Impact Permit Application for the Goffstown High School, Wallace Road, Map 6 Lots 97 & 98:

Raymond Labore of the SAU Office #19, Tom Sokoloski of TES Environmental and Dan Tatem of Stantec, were present to explain the proposed wetlands impact they are proposing at the High School property along with changing to the access road to the back of the High School by redesigning the exit to be an entrance and an exit, to help eliminate the cars backing up in the roundabout. The rear access off of Wallace Road will be widened and guardrails will be added as well. The following is the proposed wetlands impact to the High School Property:

“Project Description: The school has been experiencing major flooding issues and resulting damage for a number of years now. Due to the continued damage claims, the school’s insurance premiums have increased over \$40,000, annually. In addition, the off-site stormwater flows that pass through the school site also cause considerable downstream flooding that the Town and DPW have been dealing with for years.

There are two 24” culverts and one 18” culvert that direct stormwater from Wallace Road and several side roads and subdivisions that are on the other side of Wallace Road. This off-site stormwater then passes through the school site, causing significant flooding with all storms greater than the 2-year event (minor flooding at the 5-year and significant flooding at any storm events above the 5-year).

The only place the School has to hold back the off-site stormwater is directly south of the southern access road (dedicated exit) for the school. We are also restricted by the utility easement that runs through that area. Considering the fact that a majority of this flow is roadway runoff that is directed into this wetland through the roadway cross culverts, with little to no water quality measures, The school anticipates that the installation of the detention basin will slow the water, allowing a significant amount of sediment removal, thus cleaning the water that is sent towards the currently flooding back yards of the neighbors, directly north of the school. In addition, this will reduce the additional downstream culvert flooding issues.

They estimate the wetland impact to be less than 9,000 square feet. Both of the swales that are to the north of the proposed detention basin appear to be man-made drainage swales constructed as part of the original school construction.

Mitigation as part of the improvements - Considering the flooding issues that both the school and the Town are experiencing, the proposed drainage improvements will serve as a significant mitigation on their own.



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Currently, there are several culverts that are undersized, causing flooding and erosion issues both on the school property and downstream of the school. When these culverts flood, the stormwater flows over the roads, driveways, and land, causing additional sediment transport and deposit the sediment into the wetlands downstream. The improvements will also provide detention, allowing a significant amount of the sediment, that is transported from upstream of the school to be deposited into the proposed detention basin, thus improving the water quality. The stabilization of the constructed stream channel will also significantly reduce the erosion that is currently experiences during most major rain events."

The Commission thanked them for the presentation and stated they would like to site walk the property before providing comments to NHDES. The Commission will contact the School of the site walk date.

Review of a Proposed Subdivision Plan & Wetlands Crossings for Two Proposed Driveways Within a Proposed Lot Line Adjustment & Four Lot Subdivision off Addison Road & Kennedy Hill Road, Owner: Richard Lamb Rev Trust. (Continued from April 27th Meeting for Commission to Site walk):

The Conservation Commission reviewed the proposed subdivision plan and the minimum expedited wetlands permit, along with comments from the site walk of the proposed driveway crossing. The commission appreciates moving the driveway to the North out of the 50 ft. wetlands buffer. The Commission still had concerns of the two driveways crossing the wetlands especially the driveway that is being proposed to cross a stream that is 6 ft. wide with a 42 inch culvert as part of the proposal for the crossings. Given that the subdivision plans have just been submitted for Planning Board Review, the Commission stressed the need to walk the property as a whole and voted to schedule a site walk and will provide comments after the site walk to the Planning Board. The Commission will try to schedule before the June 9th Planning Board meeting and will hold off on signing the expedited wetlands impact permit until after the site walk as well.

The Minutes of April 28, 2016 will be voted on at the next meeting.

Budget: The Conservation Open Space Fund at Citizen's Bank has a balance of \$174,890.96. The Special Milfoil Warrant Article has a balance of \$15,000.00. The People's United Bank CD is at 275,000.00. The Operating Budget Balance is at 4,789.36.

Open Space Committee Report: David Nieman updated the Commission on the status of the Black Brook Open Space Easement and is still working on obtaining the grant.

Milfoil: Invoice Submitted by Namaske Lake for Milfoil Treatment by Solitude Lake Management for \$2,785.00. The Commission voted to approve the release of the funds to pay the invoice to come out of the Milfoil Warrant Article Budget Line.

The Conservation Commission reviewed the following Correspondence:

- 1) Copy of Alteration of Terrain Permit for DPW for Map 5 Lots 24, Town of Goffstown Sports Fields.
- 2) Intent to Cut Permit for Map 5 Lots 13-2, 32-4 & 33, and Map 8 Lot 1, Locust Hill Road, Owner: Alyson Carpentier, Trustee. (Commission asked to have the Forester check to make sure they comply with the requirements as there are some wetlands within the property.)



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- 3) Town & City Magazine.
- 4) Forest Notes Magazine.
- 5) NH DES Alteration of Terrain Permit and Stormwater Management Report for Self Storage Phase II, Map 5 Lots 56-1, Tatro Drive. (Part of the Plan review.)
- 6) Abutter notification of public hearing on rail trail use after dusk.
- 7) Request from Andrew Cadorette of PRLAC, asking Conservation Commission to recommend to the Board of Selectmen to keep Map 34 Lot 127-1 as a portage site. (The Commission discussed and voted to recommend to the Board of Selectmen to retain the property as an access to the river. David Nieman stressed how the Eagle Scouts could construct stairs to walk down it.)

The Conservation Commission reviewed and discussed the following Plans:

YMCA Site Amendment for Addition, 116 Goffstown Back Road, Map 6 Lot 18:

The Goffstown Conservation Commission reviewed the YMCA Site Plan Amendment, Map 6 Lot 18, with the proposed changes to the Addition at their May 25, 2016 Meeting. The Commission voted that they have no issues or concerns.

Lot Line Adjustment/Self Storage Phase II, Langley, Map 5 Lots 56, 56-1 & 56-5:

The Conservation Commission reviewed the proposed lot line adjustment and proposed site plan for (4) Storage Units, Phase II, off of Tatro Drive, Map 5 Lots 56, 56-1 & 56-5, owned by Denise Langley Trust and Mast Road Self Storage, LLC. This Conservation Commission recommends that the Planning Board require an adequate amount of landscaping. This project abuts the rail trail and is very close the street which is a gateway to the community. The Conservation Commission request the applicant to come to their next meeting on June 22, 2016, at 7:00 pm, to explain the proposed site plan and the Commission will provide the Planning Board with further comments after that meeting.

Time Extension Request on Approved Site Plan for Gas Station/Dunkin Donuts on Goffstown Back Road, Map 6 Lot 1-3. (Needs more Time to build.):

The Conservation Commission reviewed the Time Extension Request for Map 6 Lot 1-3, Gas Station/Dunkin Donuts with a Drive-thru on Goffstown Back Road. The Conservation Commission voted that they have no issues or concerns with granting the Time Extension.

Miller's Landing Site Plan, Map 35 Lot 35, Condominiums on Elm Street Requesting (Elmer Pease) to Reinstate Approvals:

The Conservation Commission reviewed the proposed site plan. Staff explained that the only changes were to the buildings but the drainage and utilities are proposed as the same. The Commission had concern given it's proximately to the river and requested that the applicant come to the next meeting on June 22, 2016, to explain the project to the Commission. . The Commission will provide comments to the Planning Board after their June 22, 2016 Meeting.

Meeting adjourned at 9:15 p.m.

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Town of Goffstown

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Date: June 3, 2016
To: Sue Desruisseaux, Town Administrator
From: Derek M. Horne, Assistant Town Administrator
Subj.: Summary of HDC 5/25/16 Meeting

The Historic District Commission held their regularly scheduled meeting on Wednesday, May 25, 2016. In addition to approval of minutes and reviewing the budget the HDC discussed the following items.

GRASMERE TOWN HALL RENOVATIONS

The Commission members discussed the current state of the renovations.

Rear Fire Escape	- Removed from the building by Empire Sheet Metal. - Granite post still needs to be removed by Town.
Side Fire Escape	- Missing bolts installed by Target New England. - Painted by Target New England. - Empire Sheet Metal scheduled to install bracing during week of 5/30 – 6/3.
Emergency Lighting	- HDC members will provide copy of quote for work to staff.
Fire Extinguishers	- HDC members previously provided quote for required fire extinguishers. - Staff will coordinate installation of fire extinguishers.
Fire Alarm & Sprinkler System	- Electrical connection installed in January 2016. - Final Fire Alarm and Sprinkler connection needs to be completed (now scheduled for 6/17/16).
Newel Post & Handrail from Stage	- HDC members will provide details about newel post to determine if Facility Maintenance can install.

GRASMERE TOWN HALL SEPTIC SYSTEM

Town Administrator Sue Desruisseaux reported that she was notified by the Town Building Inspector, that the State is enforcing the rules regarding the removal of all properties have a cesspool – which Grasmere has. Sue will present to issue to the Board of Selectmen and is working with DPW to update the 2007 septic design and for a solution moving forward.

GRASMERE TOWN HALL PAINTING – BID REVIEW

The Commission members reviewed a spreadsheet detailing the three bids submitted for painting Grasmere Town Hall. The RFP authorized by the Board of Selectmen was very detailed in the scope of work required and the required experience in historical preservation techniques. The Commission discussed that of the contractors submitting bids for this project, Target New England is the only one that specializes in Historic Preservation work.

The HDC recommended the Board of Selectmen award the painting of Grasmere Town Hall to Target New England of Alton, NH as proposed in the submitted bid.

Vote: 4-0-1, Sel. Rep. David Pierce abstained. Passed.

The next regular meeting of the HDC is Wednesday, June 22, 2016 at Grasmere Town Hall.

ASSISTANT TOWN ADMINISTRATOR

Page 1 of 1

(603) 497-8990 ext. 119
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DHome@GoffstownNH.gov

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Town of Goffstown

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Date: June 2, 2016

To: Susan Desruisseaux, Town Administrator

From: Derek M. Horne, Economic Development Coordinator

Re: EDC 06/01/2016 Meeting

The Economic Development Council met at Town Hall on Wednesday, June 1. In addition to approval of minutes, the EDC discussed the following items.

Review of Master Plan 2006 – Appendix B Economic Development

The Council began their review of the Town's 2006 Master Plan, Appendix B – Economic Development. The goal of this review is to provide comments and recommendations to the Goffstown Planning Board, as they update the Town's Master Plan. Appendix B contains considerable employment data from multiple sources. Consensus of the EDC was the data needs to be updated by staff. Council members also wanted to ensure updated and 2006 data included information from Pinardville (Zip Code 03102).

The council discussed the Action Items contained in the Summary and Recommendations of Appendix B (pages B-11 thru B-19). There was significant discussion about the Main Street Program and Pinardville Business Association, the action items that may no longer be applicable, and the action items that have been completed. The Council decided they were not going to re-write the appendix or update the actions items. Instead, the EDC is going to concentrate comments and recommendations on a few key items: defining core areas for development; providing infrastructure in core areas; sense of place and promoting walk ability; role of chambers of commerce, Main Street, and Pinardville Business Association.

I will use the comments provided during the meeting and prepare an initial list of comments and recommendations for the EDC to review at the 7/13/16 meeting.

Implementation of EDSAT Recommendations – Process Flowchart

I provided a DRAFT process flowchart showing the site plan application process currently used by Planning Board. A copy was provided to the Planning & Zoning Administrator for review and comment as well. The Council provided some feedback and it will be distributed to all EDC members for additional feedback prior to the next meeting. I will also work with Vice Chair Andy Cadorette to improve the appearance of the flowchart. The Council will work to complete the flowchart at the July meeting to provide to Planning Board for feedback.

The next meeting of the Goffstown Economic Development Council is scheduled for Wednesday, July 13, 2016 at 6:30 pm at Goffstown Town Hall.

PLEASE NOTE: The meeting is scheduled for 2nd Wednesday to account for 4th of July week.

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Date: June 3, 2016
To: Sue Desruisseaux, Town Administrator
From: Jonathan O'Rourke, Planning & Zoning Administrator
RE: June 2, 2016 – CIP Public Meeting

Present were: Chairman Alt. Barbara Griffin, Vice Chairman Earl Carrel, Raymond Labore, Allen Brown– Selectman Alt., Michael Smith, Gail Labrecque, Jonathan O'Rourke – Planning and Zoning Administrator, Darrell Halen - GTV.

Absent: School Board Representative

Meeting convened at approximately 7:05 p.m.

Introductions given by attendees, and the Chairman gave a brief outline of what is on the agenda.

Presentation by Library staff for current and future CIP Projects including but not limited to:

- Architectural & Engineering services for potential future library expansion
- Future library expansion

Presentation by School staff for current and future CIP Projects including but not limited to:

- Vehicle replacement
- Drainage mitigation projects - Multiple
- Generator projects - Multiple
- Roof repair projects – Multiple
- Cafeteria table replacement - Multiple
- Classroom dividers - MVMS
- Storage building - GHS
- Theater Infrastructure project - GHS
- Honeywell Phase II upgrade
- Various renovation projects - Multiple

The meeting adjourned at approximately 8: 40 PM.

Respectfully submitted,

Jonathan O'Rourke, Planning & Zoning Administrator

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Date: June 10, 2016
To: Sue Desruisseaux, Town Administrator
From: Jonathan O'Rourke, Planning & Zoning Administrator
RE: June 9, 2016 Planning Board Meeting

Present were: Chairman Barbara Griffin, Vice Chairman - Philip D'Avanza, Tim Redmond, James Raymond, Michael Conlon, Allen Brown - Selectmen Alt, Gail Labrecque, Jonathan O'Rourke - Planning and Zoning Administrator, Darrell Halen - GTV.

Meeting convened at approximately 7:04 p.m. All members present were voting members.

Board members voted to approve the Minutes of May 27, 2016.

- **Motion** to approve previous minutes
 - **Motion carries**

- **Appointed Gail Labrecque to CIP**
 - **Motion carries**

Map 5, Lots 56, 56-1 & 56-5: Mast Road Self Storage, Phase II.

- Brief presentation by applicant's representative Jeff Merritt
 - Addressed DPW comments and resubmitted
 - Addressed landscaping
 - Tim - DPW comments?
 - Access road to pond requested with gate
 - Reviewing retaining wall
 - Surcharging pipes
 - Tim
 - Time frame to full maturity
 - What will they actually look like
 - Barbara
 - Landscaping expectations
 - Meghan
 - Did not have a maintenance agreement
 - Will this happen?
 - Please make this a condition
 - Tim
 - Must act on lot line adjustment first
 - **Motion** to approve lot line adjustment
 - **Motion** to approve 6(c)7 and 6(l) for waivers
 - **Motion carries**

Motion to approve lot line adjustment

- **Motion carries**

- **Motion** to approve waivers Section 4A5, Appendix F Section 2(2) and screening
 - **Motion carries**
 - Amendment waiver will not affect the purpose and intent of the waiver

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- **Motion carries**
- **Motion** to approve Site Plan
 - June 2, 2016 comments from engineer to the applicant about roadway and as president
 - 9 - Sheet 5 small section of fence and gate to satisfaction of DPW
 - 10 - Retaining wall to the approval of retaining wall shop drawings as part of the as built status
 - 11 - Storm drain has not been adjusted, drainage calculations required to plan
 - Need to update Plans and the hydrocad to eliminate surcharging for 25 year storm event.
 - Conditions subsequent - letter to engineer certify as-built status
 - **Motion carries**

Map 5 Lots 56, 56-1, 56-4 & 56-5, Time Extension Request, Langley office building on lot 56.

- Brief presentation by Chair Barbara Griffin
- **Motion** to accept site plan as complete and ready to review and no regional impact
 - **Motion carries**
- **Motion** to approve time extension to May 23, 2017
 - **Motion Carries**

Map 6 Lot 18, Completeness Review/Site Plan Amendment , YMCA Allard Center

- Brief presentation by applicant's representative Jason Lopez
 - All agreements made previously will remain in place
 - Drainage part of original plan
 - Private agreement with Proulx
 - Mitigate landscaping to allow for headlamps
 - Agreement of off street parking of busses with Goffstown Truck
 - Fire Comment - Changed area of refuge to "Exterior area for assisted rescue"
 - No issue meeting DPW/Drainage comments
 - **Motion** to accept and no regional impact
 - **Motion Carries**
 - Michael
 - Will ac units be moved?
 - No they will not
 - Phil
 - what is the access way?
 - Roadway needs to be maintained year round for emergency access
 - Change road from "Path" to "Roadway"
 - Barbara would like to see signage prohibiting parking to block access
 - Hal Jordan
 - No entrance to the back
 - Access only in front and east side access
 - Access is blocked by gate
 - Tim
 - Gravel road is 10' wide

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- Rear parking lot, does Fire Dept. have any issues?
 - Issues have been addressed with Lt. Connor
- Barbara
 - Meghan's comments for approval documented in correspondence need to be addressed in approval
 - Meghan
 - How is water flowing? Information for maintenance reasons
 - Erosion issues?
 - Will add spot grades and details
 - Drainage issues
 - Improvement has been made with the drainage of pre-2007, will make sure Medvil will not see increased flow.
 - Applicant will add spot grades to meet drainage requirements to the satisfaction of DPW
 - Dennis Mires
 - Presentation as to the design of the structure, will try to match color and style of existing expansion.
 - Kimberly
 - Will windows be covered?
 - Some
 - Tim
 - Parking on site are we under or over?
 - CUP for parking previously
 - Parking in the winter on side of the building and roped off
 - Hal
 - Parking is roped off temporarily until removal
 - We should address this in the future approvals on plans
- Public Hearing
 - Jean Walker – 111 Goffstown Back Rd - Abutter
 - 15 Spots set aside only if they were needed and would have to come back before the board
 - Plant waivers in the 15 Spots
 - Dead trees will be replaced, wanted to make sure the agreement was reflected on the plan and in the minutes.
 - Kimberly
 - Are there existing plantings required?
 - Yes, plantings are required per the site plan.
 - Tim
 - Have trees been replaced that died?
 - Hal – they will replace dead trees
 - Julie Swiatas abuts to West parking lot
 - Question about future parking shown in gray
 - No construction on the northwest corner, just striping
 - Tim
 - Does water sheet off from YMCA's parking lot?
 - Hal will make sure there is no fault in the curb to make sure no failure occurred in regard to directing water to catch basin.
 - Julie
 - Would also like the landscaping replaced that has died off
 - Tim

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- Entrance is the same?
 - Applicant, only change is the wider access of the new ladder truck
- Barbara
 - Does this impact abutters?
 - No doesn't not impact headlights, just a radius change to allow access for the new truck
- **Motion** to approve the plan with conditions, 1-8, staff comments and when Meghan's comments have been met satisfactorily and spot grades added (do not change the label path to road).
 - Comments above are reflected in the motion and previous agreements
 - **Motion** carries 6-0-1

Map 3 Lots 26 & 27, Completeness Review/Subdivision Plan Review Hearing /Kennedy Hill & Addison

- Brief discussion on the Project
 - Review of the letter received requesting reimbursement for previous construction letter from June 6, 2016
 - **Motion** to accept for hearing, grant waiver to accept and no regional impact
 - **Motion** carries
 - Brief presentation by Eric Mitchell
 - No AOT needed
 - Tim
 - Easement needed under power lines?
 - Would like applicant to confirm easement acceptable
 - Barbara
 - Lot line adjustment with odd shapes, is there a reason?
 - Eric
 - Due to topography and wetland separation it made more sense to break them up in the manner submitted
 - Jim
 - Possibly make a motion to continue
 - Tim
 - Waiver request – please explain
 - Site specific soil request
 - Did map wetlands
 - Lots over 5 acres with large buildable are would request waiver.
 - Barbara open public hearing
 - No comments from public
 - Barbara
 - Continue from public comment
 - Cisterns
 - Conservation
 - Jim
 - Motion to continue to June 23, 2016
 - Motion Carries

Map 35 Lots 35 & 35-1, Completeness Review/Subdivision/Site Plan Review Hearing Miller's Landing

- Brief description

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- Motion to accept as complete and ready for review and no regional impact and grant waivers for acceptance purposes
 - Motion carries
- Elmer Pease
 - Brief Introduction
 - Doug McGuire
 - Brief presentation
 - Will update state permits
 - Phil
 - Private road?
 - Yes private will meet Town specifications
 - Michael
 - Dual unit with kick outs
 - Doug
 - Driveway is a little longer thought it would be beneficial
 - Doesn't believe they are required
 - Kimberly
 - Is there a change in impervious area?
 - No, they are both (both plans) 59k impervious surface.
 - Michael
 - Is there a reduction in proposed landscaping?
 - Doug
 - Will verify landscaping and get a count and verify any changes
 - Tim
 - Remember coming in for vesting
 - Sewer water and drainage and foundations
 - Doug
 - Most of the current construction will be removed, some catch basins may be reused if in good conditions
 - Gary Chicoine
 - Approaching it as starting from scratch
 - Kimberly
 - Need shore land permit
 - Doug
 - Talk with DES staff, maintaining same area of disturbance
 - Will verify if it will be required
 - Is drainage area in southwest still applicable?
 - Needs to be verified
 - Wetland and surface water identification contour lines
 - Shore land and wetland lines differ due to process of determination
 - Did we receive a waiver on the previous plan
 - Jonathan will verify
 - Tim
 - Does this meet all applicable planning and zoning regulations?
 - Doug
 - Believe it does
 - Jim
 - Suggest potential continuance
 - Barbara
 - To the board – what other issues, anything else the applicant should know in regard to their view of the plan
 - Kimberly

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- Believes it didn't go to the Cons Com
- Public Hearing
 - Jeff Osborn
 - Landscaping setup on lake side
 - Described to Mr. Osborn
- Jim
 - **Motion** to continue to June 23, 2016.
 - **Motion carries**
 - Discussion on correspondence
 - D&H Labs – is site plan needed? 679 Mast Rd, Map 17, Lot 179– Omega 3 (Fish oil supplement)
 - Does not increase intensity
 - Does not increase parking
 - Does not increase Fire/Safety intensity
 - **Motion** to allow without site plan review
 - Caveat if production become a nuisance (noise, smell, etc.) reserve right to withdraw approval
 - **Motion carries 6-1-0**

The meeting adjourned at approximately 10:20 PM.

Gail Labrecque sworn in by Barbara Griffin

Respectfully submitted,

Jonathan O'Rourke, Planning & Zoning Administrator

THIS IS AN UNOFFICIAL SUMMARY OF THE MEETING. PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.

Date: May 27, 2016
To: Sue Desruisseaux, Town Administrator
From: Jonathan O'Rourke, Planning & Zoning Administrator
RE: May 26, 2016 Planning Board Meeting

Present were: Vice Chairman Philip D'Avanza, Tim Redmond, James Raymond, Michael Conlon, Allen Brown - Selectmen Alt, Gail La1brecque, Jonathan O'Rourke - Planning and Zoning Administrator, Darrell Halen - GTV.

Meeting convened at approximately 7:05 p.m. All members present were voting members.

Map 6, Lot 1-3: Ella Oil Realty, LLC. (Formerly owned by Tower Growth Partners, LLC)

- Brief presentation by applicant Matt Peterson
 - Medical issues delayed the project along with change of ownership
 - Ask for 1 year on CUP
 - Ask 1.5 years extension on Site Plan review
- Jim
 - Curious about options with regard to extensions
- Allen Brown
 - Would like to note nothing has changed, reasonable explanation, no negative feedback
- Open to public comment
 - Janice Auburn 3182 Goffstown back road
 - Question about turning
 - Phil
 - Believes that Selectman Brown brought up that if nothing has changed, no negative input received. Reasonable explanation since he (applicant) saw the signed date (signed date was in error by the Applicant/Owner).
 - Jim
 - Grant retroactive extension finding there has been no change in any of the regulations or rules or agencies. Approve an extension for the CUP and Site Plan in conjunction. Will not entertain another extension. Would like to see in the future that 2 years would be more reasonable, believes 1 year is too short. Would like to revisit this in the future.
 - Tim
 - How is it the date was wrong on the signature (applicant signed wrong date)
 - **Motion** to approve
 - Motions carries 5-1-0

Map 5, Lots 56, 56-1 & 56-5: Mast Road Self Storage, Phase II.

- Brief presentation by applicant's engineer Jeff Merritt
 - Discussed lot merger
 - 56-5 goes away, 56-1 remains

- Jim
 - **Motion** to accept Lot merger as complete
 - Motion carries
 - **Motion** to accept site plan as complete
 - Motion carries
- Jeff
 - Further description
 - AOT permit
 - 4 waivers
 - 2 for lot line adjustment
 - 2 for site plan
- Jim
 - Would like the opportunity to walk the site to discuss landscaping.
- Michael
 - Why is landscaping clustered together
 - Jeff, limit earthwork to reasonable amount
 - Slope is high and makes it difficult
 - Allen Brown
 - Maybe some different types of planting(s)
 - Michael
 - Site distances, what can you really see?
- Conservation Commission
 - Evelyn Miller
 - Issue with landscaping in regard to the rail trail
 - Would like to see that some thought is put into it
 - Appear to be unattractive
 - Kimberly
 - How will the structure(s) look?
 - Steve Langley
 - Similar material to what there is today, to remain consistent
 - Tim
 - Landscaping
 - Not as concerned about landscaping, is adding more over landscaping?
 - Jim
 - We have rules, burden on applicant, would like to see site before commenting
 - Would like to continue until able to visit site.
 - Evelyn
 - Would like to see landscaping
 - Phil
 - Affirmed that new structures will be similar to current structure
 - Can they be seen from road?
 - Steve Langley most likely
 - Abutter
 - Mike Choquette - 77 Mast Rd
 - Owns trees in the area in question
 - Concerned about type of lighting, headlight wash into his home
 - Hours limited to 9pm
 - No issues with Phase II, sure they can work something out
 - Phil

- Closing this portion of meeting, opening it up for discussion for applicant
- Steve Langley
 - They take a lot of care of the current facility anything done will be prideful.
 - Landscaping along that slope is unreasonable, rail trail is going through a commercial and industrial flex zone. It will be a first class development. Good tax revenue for the town and it is an important expansion for the town. Believes requiring landscaping is beyond the Conservation Commission's purview.
- Jim
 - **Motion** to continue to June 23
 - Tim
 - Did applicant make their own burden of landscaping by the size of the facility/design?
 - Would like to know percentage of requirement in conjunction with complying with the current standards.
 - What can actually be seen from the rail trail?
 - Kimberly
 - Some creativity to meeting the landscaping requirement
 - Would like to see improvement
- Jim
 - **Motion** to continue to June 23, 2016
 - Allen Brown good with project, doesn't think it should be held up
 - Motion does not pass 3-3 tie
- Tim
 - What is Conservation Commission role?
 - Kimberly
 - Conservation Commission is not a governing body
- Steve Langley
 - Requests to meet in 2 weeks
- Tim would like to iron out the plan to be handled administratively
 - Allen Brown agrees
 - Meghan could work with pending conditions as long as they are set and not nebulous. She met with engineers; they have a list from her that should be addressable.
- Tim
 - **Motion** to continue to June 9, 2016
 - Motion carries 4-2-0

Board members voted to approve the Minutes of May 12, 2016.

- **Motion** to approve previous minutes
 - Motion carries
- **Motion** to adjourn 8:50
 - Motion carries

The meeting adjourned at approximately 8:50 PM.

Respectfully submitted,

Jonathan O'Rourke, Planning & Zoning Administrator

OLD BUSINESS: 6/13/16 ACTION MATRIX (started 3/16/15)

Mtg. Date	Item	Description	Schedule
06/15/15 07/13/15 08/03/15 08/31/15 09/28/15	Grasmere Town Hall	Tasks remaining for Fire Escape area on west side of building: <u>Empire Sheet Metal</u> - Structural repairs of side fire escape as outlined in SFC report; remove rear fire escape <u>Target New England</u> - Repair & replace fastenings as needed; remove any and all rust on fire escape; paint fire escape; remove 3 windows on side of building next to fire escape; fill in area with glass provided by town; install new siding and trim; install fire rated dry wall on interior windows. SFC - Construction monitoring & certify fire escape Grasmere Town Hall - Painting (Maintenance): 3/28/16 RFP authorized by BOS	Granite post near former rear fire escape needs to be pulled out by DPW when time allows; Emergency Lighting - HDC will submit quotes to staff; Fire Alarm & Sprinkler System - electrical connection installed in Jan. 2016 and final fire alarm & sprinkler connection scheduled for 6/17/16; HDC will provide details on newell post to determine if it can be installed by staff; recommendation submitted to BOS regarding exterior painting 6/13/16
07/20/15	HR Matrix	Preliminary Wage & Classification Report presented to the Board on 4/21/16. Board requested more information before making decisions needed prior to proceeding to a final report.	5/23/16 Selectmen chose option; waiting for final report from MRI
08/10/15 08/17/15 08/24/15 09/21/15 09/28/15	Pinardville	11/30/15 USPS will not revisit zip code issue, suggests changing duplicative street names or street numbers. BOS decides to continue multi-media public awareness - inserts in next tax bills; website; flyers in businesses; message boards; GTV; press releases; Chiefs did a PSA for GTV; 3/15/16 Board approved Proeprty Tax Insert - cost \$100 to 03102 addresses	Poperty Tax Insert sent out; PSAs continue on GTV
08/31/15 09/21/15 10/5/15	Planning Board	Collis to provide a follow-up to private landowners question regarding jurisdiction related to drainage on private property - change dev regs or amend zoning? Collis will assist with drafting a letter to NHDOT for Mitigation Funds for secondary impacts from the Route 93 project; funds could assist with Updates of Master Plan and Development Regulations Collis to ask Planning Board to look at a rewrite of Sign Ordinance - zoning amendment	Review of Dev Regs and Master Plan in process by Planning Board; request for CIP funding in 2017

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