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TOWN OF GOFFSTOWN

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BOARD OF SELECTMEN MEETING

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JANUARY 23, 2017



# Town of Goffstown

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

## January 23, 2017 SELECTMEN MEETING AGENDA

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

- 6:00 pm 1. **Acceptance/Correction of minutes:** 1/9/17 public & non-public minutes
- 6:05 pm 2. **Announcements**
- 6:10 pm 3. **Public Comment**
- 6:20 pm 4. **Oath of Office for Sergeant Jim Mitchell**
- 6:30 pm 5. **Police Chief Robert Browne re: Highway Safety Requests**  
a. Greer Road – signage & reduction of speed limit  
b. E. Dunbarton Rd @ Montelona – stop sign  
c. Smith Rd. & Ben Circle; Smith Rd. & Maple Ave. – removal of stop signs  
d. Lynchville Rd. & Oak Lane – stops signs & speed bumps
- 6:50 pm 6. **Police Chief Robert Browne re: acceptance of a \$9,000 Highway Safety Grant for E-Citation Equipment**
- 7:00 pm 7. **PUBLIC HEARINGS:**  
a. Amendment to Ordinance 201.2.5 re: snow emergency  
b. Emergency Management Performance Grant (CFDA #97.042) for \$93,012 to purchase and install a generator and equipment at the community's Emergency Operations Center (EOC) located at the Fire Department
- 7:15 pm 8. **Public Works Director Adam Jacobs re: Main Street Design Options & Scheduling Stakeholder Meeting**
- 7:30 pm 9. **Town Administrator's Report**  
a. Selectmen Committee Meeting Schedule  
b. Consensus Folder  
c. Assessor's Recommendations  
d. HB324 – mandates use of the State's utility values for property taxes  
e. Appointment to Cable TV Committee  
f. Acceptance of Final Annual Warrant, identify speakers for each article, develop talking points  
g. SNHPC requests appointment for a member and alternate to the CEDS Regional Economic Development Committee to develop an update to the 2014 CEDS Report  
h. Main Street Design Options & future stakeholder meeting
- 7:45 pm 10. **Selectmen Discussion**  
a. Committee Meeting Reports: Budget Committee Public Hearing (1/11); Sewer Commission; Parks & Recreation Commission (1/18)  
b. New Business: Nothing Submitted  
c. Old Business: Action Matrix
- 8:00 pm 11. **Non-Public Session RSA 91-A:3 II (a) compensation; (b) hiring; (c) adversely affect reputation; (d) real estate**

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.

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**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

## January 23, 2017

**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**

- 6:00 pm 1. **Acceptance/Correction of minutes:** 1/9/17 public & non-public minutes #1
- 6:05 pm 2. **Announcements:** #2
- a. Town Clerk encourages all residents with February motor vehicle renewals to renew before Feb. 16<sup>th</sup> to avoid processing delays and inconveniences related to a software upgrade at NH-DMV.
  - b. Town Clerk reminds residents that the filing period for elected offices opens Weds. Jan. 25<sup>th</sup> and closes Friday Feb. 3<sup>rd</sup>. Candidates filing on the last day must appear in person.
  - c. Letter from Attorney Michael Chamberlain to Moderator Rod Stark and Town Clerk Cathy Ball commending Lionel Coulon, Karen Leclerc, Lillian, Fred and Mark for their professionalism during the Nov. 8<sup>th</sup> election.
  - d. Letter from resident on Joppa Hill Rd. to Police Chief Browne commending dispatch and Sergeant Pinard for their professionalism
- 6:10 pm 3. **Public Comment**
- 6:20 pm 4. **Oath of Office for Sergeant Jim Mitchell**
- 6:30 pm 5. **Police Chief Robert Browne re: Highway Safety Requests**
- a. Greer Road – signage & reduction of speed limit #5a
  - b. E. Dunbarton Rd @ Montelona – stop sign #5b
  - c. Smith Rd. & Ben Circle; Smith Rd. & Maple Ave. – removal of stop signs #5c
  - d. Lynchville Rd. & Oak Lane – stops signs & speed bumps #5d
- 6:50 pm 6. **Police Chief Robert Browne re: acceptance of a \$9,000 Highway Safety Grant for E-Citation Equipment** #6  
Enclosed is a memo from Chief Browne regarding this grant.
- 7:00 pm 7. **PUBLIC HEARINGS – Legal Notice** #7
- a. Amendment to Ordinance 201.2.5 re: snow emergency #7a
  - b. Emergency Management Performance Grant (CFDA #97.042) for \$93,012 to purchase and install a generator and equipment at the community's Emergency Operations Center (EOC) located at the Fire Department #7b
- 7:15 pm 8. **Adam Jacobs re: Main Street Design Options & future stakeholder meeting**  
Four Main Street Design options were available for viewing in the Selectmen's room. The Board wanted to discuss the pros and cons of each option before proceeding to a stakeholder meeting with EDC, GMSP, Village Business Owners, etc.
- 7:30 pm 9. **Town Administrator's Report**
- a. Selectmen Committee Meeting Schedule

Weds.	1/25/17	6:30 pm	HDC	Grasmere
Weds.	1/25/17	7:00 pm	Conservation Commission	Room 106
Thurs.	1/26/17	7:00 pm	Planning Board	Room 106
Weds.	2/1/17	6:30 pm	EDC	Room 106
Fri.	2/3/17	5:00 pm	Last Day for candidate filing	
Sat.	2/4/17	10:00 am	School Deliberative Session GHS	
Weds.	2/8/17	7:00 pm	Town Deliberative Session GHS	
Thurs.	2/9/17	7:00 pm	Snow Day for Town Deliberative Session	
Thurs.	2/9/17	7:00 pm	Panning Board	Room 106
  - b. Consensus Folder
    - Employee Status Reports: paramedic resignation; patrol office resignation
    - 2017 Annual Warrant (4 originals)
    - Inquiries of Those Charged with Governance for 2016
    - Proclamation for Retirement

***Motion needed to approve.***

# Town Administrator's Report

## January 23, 2017

- c. Assessor's Recommendations  
Intent to Excavate: Map 6 Lot 1-4  
Reports of Timber Cuts: Map 4 Lot 63; Map 5 Lots 13, 13-2, 32-4, 33 and 8-1  
**Motion needed to approve.**
- d. HB324 – mandates use of the State's utility values for property taxes #9d  
Enclosed at Tab 8d is a copy of HB 324, email from NHMA Director in opposition to this bill, and a memo from Assessor Bartlett also in opposition to this bill. This bill would require municipalities to use DRA's valuations of utilities which in most cases is lower than the municipalities valuation. In Goffstown we would lose \$18,526,063 in valuation which equates to a loss of \$434,912 in property taxes. Assessor Bartlett seeks the Board's approval to testify against this bill. Also, recommend that we ask our State representatives to vote against HB 324.  
**Motion needed.**
- e. Appointment to Cable TV Committee #9e  
The Cable Committee recommends the appointment off Alan Potvin to the Cable Committee.  
**Motion needed.**
- f. Identify speakers for each article on the Annual Warrant and finalize talking points #9f  
At tab 8f is the final warrant, Board needs to identify which member will speak to which article. Also enclosed is a draft of talking points for each article. Does the Board need any further information prior to the deliberative session?
- g. SNHPC requests appointment of a member and an alternate to the CEDS Regional Economic Development Committee #9g  
The purpose of this committee is to develop an update of the 2014 CEDS Report. As of 1/1/17 Jonathan O'Rourke has taken on the responsibilities of Economic Development Coordinator, and I would recommend him as the member. Does anyone on the Board of Selectmen wish to be an alternate?

7:45 pm 10. **Selectmen Discussion**

- a. Committee Meeting Reports: Budget Committee Public Hearing (1/11); Sewer Commission; Parks & Recreation Commission (1/18) #10a
- b. New Business: Nothing Submitted
- c. Old Business: Action Matrix #10c

8:00 pm 11. **Non-Public Session RSA 91-A:3 II (a) compensation; (b) hiring; (c) adversely affect reputation; (d) real estate** #11

ADJOURN by 10:00 pm

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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**

He led the Board in the Pledge of Allegiance.

**APPROVAL/CORRECTION OF MINUTES**

*Selectman Brown made a motion to approve, with corrections, the public and non-public minutes to the Board of Selectmen meeting of December 22, 2016. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

Town Administrator Desruisseaux said she has a correction on page 5 of 8 of the minutes, under the section for the amendment to the exemption limit for the elderly exemption. The motion should read that it was to “place an article on the annual warrant to increase the income limit for elderly exemptions from \$50,000 to \$55,000 for a couple, and from \$35,000 to \$38,500 for a single person.”

**ANNOUNCEMENTS**

Chairman Georgantas said that UNH T2 Center announces that Zeb Burnham has achieved the first of six levels in the Road Scholar Program.

The letter reads as follows: “*It is our pleasure to inform you that Zeb Burnham has achieved the status of Roads scholar One. The T2 Center has created the Roads Scholar Program to recognize various achievement levels in our educational program for people who work in public works. Roads Scholar One is the first achievement level of the six levels in the Roads Scholar program. It is distinguished from the other levels by requiring the completion of 25 contact hours, at the learner’s discretion. The typical training session yields five hours of contact, therefore an individual must typically attend five one-day workshops to reach the level Zeb has completed. On behalf of the Technology Transfer Center, I am pleased to notify you of the extra effort and commitment that Zeb has demonstrated in order to achieve this status. He deserves to be congratulated for his persistence and drive to maintain a leading edge in the field of local road maintenance and construction.*” Chairman Georgantas expressed appreciation and congratulated Zeb on doing this.

**Candidate Filing Period Opens:**

Chairman Georgantas also he announced that the Candidate filing period for Town & School positions is January 25, 2017 – February 3 at 5:00 pm. He read the list of openings on each of the Town Boards and Committees.

**Amend Ordinance 201.2.5 Parking Prohibited during Snow Emergency**

Police Chief Browne said they put forth a draft of a snow emergency ordinance in 2015 and it got lost in the shuffle. We are trying to establish a way for a declaration of a snow emergency where they will be out beyond the 2-5 am hours so DPW can do their job effectively with no one in their way. It would change the title to “Winter Parking Restrictions.” This would be subsection B of the Ordinance. It would stipulate that the DPW Director can declare a snow

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emergency for a certain time period. It would allow the Police to make them move if they need to. This puts the actual teeth into it and makes it lawful. It may be for a period after the time snow stops for them to clean up and do snow removal. We try to piggy back on what Manchester is doing. There is Nixle and a radio show. There is a multiple platform approach to sending it out.

Chairman Georgantas asked about the cost of the lights with signs that go with it. DPW Director Jacobs said we don't want to use the same head as the Fire Department. Main Street would be tricky because we don't have a signal there. Fire Chief O'Brien said Manchester has the white lights that are run by radio frequency. That is probably the most cost effective way. They can get that price.

Selectman Brown asked if they could use the construction signs. DPW Director said he can see a use for those, but the tricky part is in a big event, where do you put them? Chairman Georgantas said you can put it at the Fire Station in Pinardville. Police Chief Browne said in the past people have been responsive to make sure they don't park on the street. And they have had good luck with the platforms he spoke of in getting people to move. Selectman Adams said we can use those signs if a nor'easter comes through. But we need something permanent. Police Chief Browne asked if the Board would proceed with the required public hearings to go forward with this. Chairman Georgantas said they would.

**PUBLIC COMMENT @ 6:10 pm**—there was no public comment.

**PUBLIC WORKS DIRECTOR ADAM JACOBS:**

**Discussion of North Mast and Main Street Project**

DPW Director Jacobs said this is the project coming up this summer. Based on the original Village Master Planning Commission, some of the Town Master Plan documents, and some CMAQ intersection discussions, they put together their best guess as to what the project should look like, incorporating desires of the different groups.

Earlier ideas included angled parking out to Church Street, but we thought that amount of need for banked parking that far out is slim to none. Angled in parking requires greater lane width and it also goes in deeper. The lanes would be 14 feet wide, that allows shared use for bicycles. There would be parallel parking. There is some green space and street furniture such as planters and benches. There are gentle bends so you don't have a straight shot down Main Street. That is a traffic calming measure for midnight speeders, but doesn't do anything to relieve the daytime traffic. There is an existing drainage system but it is in rough shape. It will be rebuilt. Utility poles are on the north side.

The next level design will identify the trees. We've had feedback from Derry saying they have picked a few species of trees that didn't end up well. Selectman Pierce asked about the mid-block handicapped parking. DPW Director Jacobs said the expectation is if we are adding or upgrading on-street parking we should try to maintain the appropriate number of spaces. He suggested some be put in closer to the church. Chairman Georgantas said this is still a work in progress. DPW Director said between the green space and a couple of feet on each side of the right-of-way we can shift things a bit. A lot of things will be affected if you change too much.

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Town Administrator Desruisseaux asked if this design takes out any parking that is currently available. DPW Director Jacobs said officially there isn't much at all. There are a few businesses and lots where the curb cut is basically the whole property line.

Town Administrator Desruisseaux asked if there would be public meetings for residents in the area. DPW Director Jacobs said his idea is that for North Mast to get the Selectmen's approval for the general idea and layout. Then we would hold the normal construction meeting with residents and anyone else who wants to come. In this case, we are just using public space to tighten things up. Selectman Adams said he thinks there's not much else they can do with it. The Board agreed it was okay to proceed with it.

DPW Director Jacobs said Main Street will be the tricky part. Half the people will want one thing, and half will want another. It could be contentious no matter what decisions are made. Currently they have spaces that are too close to intersections. To get proper turning radius and proper sight distance from the side streets, we stand to have about 23 spaces on the Main Street section—from the bridge to the Elm Street intersection. Right now, they are not laid out as spots, but they are about in the mid-30s. We are already starting with less on-street parking.

There are a lot of ideas as to what to do with it. What does it mean to look like a village and act like a village? We'll have some upcoming discussions about municipal parking lots off street to make up for what we may lose and also to add to the total parking load. The problem with angled parking on Main Street is that we don't have enough right-of-way width. We'd like to recommend some sort of parallel configuration. It is safer for people pulling out of spaces. There is also the option of removing all the on-street parking on Main Street and having municipal lots. That would free up all the right-of-way space for dedicated bike lanes, businesses to do patio seating, on-street seating, and wider lanes. You are gaining 8-10 feet.

Chairman Georgantas asked how often all the spots are taken. Town Administrator Desruisseaux said they are for every event. Selectman Pierce said at breakfast time they are taken up. Selectman Adams said for a real village community setting, you need to get rid of street parking. That won't sit well with businesses unless we can identify parking areas. We've had discussions about that and perhaps we need to get more aggressive about securing properties. DPW Director Jacobs said it's a tricky sell unless we have the four corners covered with parking. Selectman Adams said we have to decide what we want the face of downtown to look like. It's a one-shot deal, and this is it. We won't be doing it ten years from now.

Chairman Georgantas said the availability of parking is not going to change in the next six months. A few parking spaces may be picked up at the SAU lot, and Meghan [Therault] has put together some neat stuff to work with the lot next to the fire station. There are a couple of things that may happen in relatively short order. His thought coming into tonight was to address the challenges on Main Street, with the hopes of then arranging a workshop with EDC, Main Street Program, and businesses on Main Street. Chairman Georgantas said they'd like to see more of the plan for Main Street before the meeting. DPW Director Jacobs said they have a couple of configurations that are close to being ready. Vice Chairman Lemay said he doesn't think the angled parking will do Main Street any good. As far as the four parking lots on the ends he'd like to let the people of the town make the decision.

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**2017 Road Work Vendor**

DPW Director Jacobs said, with the Main Street project this year, we discussed that he was hesitant to shake things up with new vendors. He'd like to continue with Continental Paving. They have a variable rate they pay them based on time. They've indicated the price may shift up a bit. With the relationship we've built with them, if we call for something, we have it done. He would hate to have an unknown on Main Street. He'd like to negotiate a rate with them for 2017, and then come back to the Board. Big Foote Crushers were the #1 bidders on the pit reclaim. They've indicated for the second year in a row that they'll hold that price for another year. We've been happy with the product that has come through. Another contractor is Tri-State Curbing. They do great work and are close by. Chairman Georgantas said with the amount of curbing, does it behoove us to go out? DPW Director Jacobs said he won't know but they are happy with them. They have been extremely responsive and they work quickly. He wants to take out as many of the unknowns as they can.

*Selectman Pierce made a motion that DPW continue their relationship and negotiate a contract with Continental Paving, Big Foote Crushing, and Tri-State Curbing for all roadwork for the 2017 construction season. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

**National Fish & Wildlife Foundation grant for culvert replacement**

DPW Director Jacobs said last year we took part in the SNHPC Piscataquog pilot program to update what culverts are at risk. This was to put money in the right place. This was funded by people who want to see better fish passage. With the idea at the end of the pilot program, they give us a map of all the culverts to pick out one at the top of the risk level and they would help with the rough design and funding to get it swapped out. We selected a couple on Stinson Road. They have recently started the drainage work on Stinson with the hope that next year we can get the road done. There is a crossing there near a beaver dam identified as high risk. It is undersized and could eventually increase fish passage. It connects two wetlands and a beaver area. They'd like to put that forth for additional funding, as part of this grant program. We have a deadline of the 31<sup>st</sup>, but SNHPC wants to know by the 13<sup>th</sup> if we are going to submit anything. It's a 50-50 grant through National Fish and Wildlife. They will count force account labor as part of the match, and we would get as much from them for the material and design, and we would do the installation when we construct Stinson Road. We would swap out the culvert anyway. We may get a bigger one than we normally would have. Selectman Adams asked if they have worked with DES regarding the Aquatic Resource Mitigation Fund money. DPW Director Jacobs said they have talked with DES. If this fails, it will be the next thing they try to do. As part of a larger goal, they'd like to get this in the hands of the Conservation Commission.

*Selectman Adams made a motion to move forward and pursue the grant money. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

**FIRE CHIEF RICHARD O'BRIEN:**

**Fire Station 18 Update**

Fire Chief O'Brien said Ritchie Construction started in October. A lot was going on inside, where they completed demolition and abated asbestos. Now people drive by and see things in the next phase. Steel for the structure is going up and they are starting to enclose it. They have poured the floor for the office area. If the weather behaves, they can pour the floor for the apparatus bay. Framing will continue for the next couple of weeks. There is a lot of work being

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done that isn't being seen from the outside. He meets with the construction company weekly and they are maintaining the budget. The cost of steel was higher than expected, but the cost of mechanicals was lower than expected. The orange trailer with a blinking light is a heating unit. It keeps the ground warm until the concrete is poured. He's happy to see the progress and quality of work. Now they have a temporary radio tower that was donated by the Southwest Mutual Aid. They got that from a grant but will want it back soon. The old tower will go back on the building. It had to be taken down because of the steel work. Selectman Pierce asked about daily operations. Fire Chief O'Brien said the crew is taking it in stride. Sometimes we have to move vehicles around to accommodate construction vehicles. The crews have been accommodating.

**Notice of Award of Emergency Management Performance Grant**

Fire Chief O'Brien said the Governor's Council awarded the Town of Goffstown (CFDA #97.042) for \$93,012 to purchase and install a generator and equipment at the community's Emergency Operations Center (EOC) located at the Fire Department at Church. That is a generator, transfer switch, and wiring. It is a 50-50 match. The \$93,012 is the actual cash given toward the project. We can use the construction costs of the building to offset the match.

Selectman Brown asked the total cost for the generator. Fire Chief O'Brien said we looked at a 100-kw generator with its own fuel tank and wiring. We estimated that at about \$50,000. We estimated the radio system at \$11,000. And the rest is EOC equipment and furnishing. Town Administrator Desruisseaux asked if Fire Chief O'Brien would send attachment A, where they specify how the funds can be used. Fire Chief O'Brien said during the application process there is an approved equipment list by FEMA. Regarding furnishing, tables and chairs in the EOC room, overhead projectors and monitors will be part of this.

Vice Chairman Lemay said in the Town Administrator's Report, on page 3 of 3, regarding the impact fees, it says that the Police Chief cannot use the \$27,222.03 in Public Safety Impact Fees which will expire by 9/1/17 as the scope of his project has expanded and he needs to resubmit to CIP. That money will go toward the Fire Department. Can we take that and use it toward the generator at Station 17? The Town Administrator said they can't because impact fees are for expansion.

*Selectman Adams made a motion to proceed with the required public hearing prior to accepting the grant. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

**Staffing for Adequate Fire and Emergency Response (SAFER) Grant**

Chief O'Brien said he had previously mentioned to the Board the possibility of a SAFER Grant. Grant guidelines have arrived. They gave as notice and he'd like to know if the Board is interested.

In 2008 we were awarded a grant for two firefighters for 5 years. This grant is a competitive grant with about \$345 million being awarded nationwide. They anticipate awarding about 300 grants. The performance period is 3 years, and is to start July of 2017, running 3 years from there. The match is for the first two years is 75% federal and 25% town. The third year is 35% federal and 65% town. The only thing eligible is full-time costs for firefighter salaries, benefits,

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and retirement. In the past, we could include gear, physicals, etc. We agreed in the budget to go the part-time route. If we receive this grant, the Town share is \$93,000, the second year is \$95,000, and the third year is nearly \$254,000. What's confusing, and we had to deal with last time, is that the Feds look at it as a fiscal year set up from July through June. The cost share for 2017 would be just over \$46,000. In 2018, the cost share would be \$94,426. And in 2019, the cost would be about \$172,000. For six months of the year 2020, it would be \$129,000. He wanted to give the opportunity because the clock is ticking and it would have to be included in a warrant article. Selectman Pierce said we have discussed another route in other sessions. He asked if this would come up again. Fire Chief O'Brien said he expects a year from now the application for the 2017 SAFER grant would be open and he will be here again to talk about it.

**TOWN ADMINISTRATOR'S REPORT**

**Selectmen Committee Meeting Schedule**

Town Administrator Desruisseaux said on Wednesday, January 11<sup>th</sup>, the Budget Public Hearing is at the GHS Theater. On Thursday, January 12<sup>th</sup> is the snow date for the Budget Public Hearing. On Tuesday, January 17<sup>th</sup> the Sewer Commission meets. Selectman Adams said he will attend. Town Administrator Desruisseaux said on Wednesday, January 18<sup>th</sup>, the Library Trustees meet. You don't have a representative attend those. And on Wednesday, January 18<sup>th</sup> the Parks & Rec Commission meets. Selectman Adams said he would attend.

**Consensus Folder**

Town Administrator Desruisseaux said they have an Employee Status Report of a promotion to Police Sergeant. There is also a letter to DRA Municipal Accounts Advisor & Secretary of State regarding Grasmere Village Water District. She doesn't know what triggered this. DRA told her the trigger was the list from the Secretary of State's office. She did research and drafted a letter for the Selectman's signature.

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

**Assessor's Recommendations**

Town Administrator Desruisseaux said there is an Intent to Cut for Map 7, Lot 55 and a LUCT Lien Release for Map 5, Lots 56-1 and 56-5.

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

**Out-of-State Travel Request**

Town Administrator Desruisseaux said there is a request from IT Director to authorize IT Systems Administrator to attend the "Virtualization Technology Users Group" seminar in Foxboro, MA on 1/19/17. There is a memo that indicates the value of this seminar, and cost.

*Vice Chairman Lemay made a motion to approve the IT Director's out-of-state travel request. Selectman Pierce seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

**Review revised draft of the 2017 Annual Warrant, budget summary, and estimated tax impact**

Town Administrator Desruisseaux said enclosed at tab 6f is an updated draft of the 2017 Annual Warrant, budget summary and estimated tax rate impact. The warrant has been reviewed by

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DRA and they are fine with it. Attorney Drescher has also reviewed it and he is fine with it. The estimated tax rate, if everything passes, is \$9.16, which is a reduction of 12 cents from this year. The Budget Committee will want an explanation from the Selectmen's representative regarding Article 3—the Teamster's CBA, and Article 7—the CRF (Capital Reserve Fund) for land acquisition.

**GTV Revolving Fund – 2017 Budget**

Town Administrator Desruisseaux said, as you are aware, GTV is funded by a Revolving Fund which receives 40% of the Town's cable franchise fees. As a Revolving Fund, it is exempt from the Municipal Budget Act and therefore is not included in the regular budget development. However, we do enter a budget each year into our financial accounting software program. Enclosed at Tab 6g is the 2017 GTV Budget for your approval. It takes into consideration adjustments that were made. In 2016 they took in \$144,514 for revenue. We are conservative for next year and estimated \$140,000 for next year. They currently have a balance of \$141,917 in their revolving fund. Chairman Georgantas questioned the employee development this year. Town Administrator Desruisseaux said he knew he was going over but would save on another line. Some expenses were from the 03102 settlement to use for equipment. They are just barely under their budget right now.

***Selectman Brown made a motion to approve the 2017 Budget as submitted. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.***

**Request to waive interest of \$36.21 on property taxes**

Town Administrator Desruisseaux said, as you are aware the Tax Collector only has the authority to waive \$25 in interest. She has received a request from a property taxpayer who mailed his check on 11/28/16 but it never arrived at Town Hall. When he noticed the check had not been cashed, he contacted the Tax Collector only to learn it never arrived. He immediately came down to Town Hall, paid the bill, and requested a waiver of the interest.

***Selectman Adams made a motion to waive \$36.21 interest on overdue property taxes. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.***

**Support Assessor Bartlett's testimony against HB-254**

Town Administrator Desruisseaux said enclosed at Tab 6i is a memo from Assessor Bartlett and a copy of HB-254. Assessor Bartlett provides his reasons to oppose this bill, and seeks the Selectmen's support in his testifying against HB-254. Selectman Pierce said it would also take away the expertise they have on there. He appreciates Assessor Bartlett bringing this to our attention. There are 18 communities, and Goffstown is one of them, that represents 25% of the state's population, that wouldn't have any say on this Board.

***Vice Chairman Lemay made a motion to support Assessor Bartlett in opposing HB-254. Selectman Pierce seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.***

**CLG Grant Application**

Town Administrator Desruisseaux said previously the Board of Selectmen authorized the Historic District Commission to submit a letter of intent for a CLG grant to hire a preservation consultant to assist in the development of design guidelines for historic districts. Now they request the Board of Selectmen's authorization and Chairman's signature on the CLG Grant application which appears in the signature folder. There is no cost to us.

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*Vice Chairman Lemay made a motion to approve the CLG grant application and authorize the Chairman to sign. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

**Public Safety Impact Fees**

Town Administrator Desruisseaux said, as discussed previously, the Police Chief cannot use the \$27,222.03 in Public Safety Impact Fees which will expire by 9/1/17 as the scope of his project has expanded and he needs to resubmit to CIP. Therefore, I recommend that those Public Safety Impact Fees be used for another public safety project which has been underway since May 2016; the Fire Station 18 Project. This project was approved for the use of Impact Fees during the CIP process last year, and contracts were in place in May 2016 allowing us the ability to use impact fees for this project. These fees would be in addition to the bond. We've added to the size of the project with paving of the Skateboard Park and the shed for the Taggart.

*Vice Chairman Lemay made a motion to allocate \$27,222 from the previous amount voted in Feb. 2016 to be used for the Fire Station 18 project. Selectman Adams seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

**SELECTMEN'S DISCUSSION**

**Committee Meeting Reports:**

**HDC—meeting of January 4, 2017**

Vice Chairman Lemay said they talked about the historic marker for the Station 18, the CLG Grant, and the Lions Club Centennial Committee Legacy project. Selectman Pierce said he's been appointed by the Lions Club to be a project manager for the Centennial of the Lions organization, with each club contributing a legacy project to their community. He's let the Library staff, Park Department, and Historic District know they are entertaining ideas. They can vary between \$5,000 and \$20,000. It would have to be finished by summer of 2018 and be something that could hold a plaque saying it was contributed by the Lions Club, and it should be of lasting value. We would like to have some tentative idea by the end of the month. They are trying to keep it informal, with a couple of paragraphs of what would be built. When the Lions Club decides on which project, they will hone the details such as cost.

**NEW BUSINESS**

Nothing submitted.

**OLD BUSINESS**

**Action Matrix**

Town Administrator Desruisseaux said she took out the items that have been done.

*7:11 pm Selectman Adams made a motion to enter into non-public session per RSA 91-A:3 II (a) dismissal, promotion, & compensation, (b) hiring, (c) adversely affect reputation and (e) legal cases pending. 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.*

*7:45 pm Vice Chairman Lemay made a motion to exit non-public session. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

GOFFSTOWN BOARD OF SELECTMEN  
MEETING OF JANUARY 9, 2017

*Selectman Pierce made a motion to seal the minutes to the non-public session. Selectman Adams 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.*

*Vice Chairman Lemay made a motion to authorize the promotion to sergeant as recommended by the Police Chief. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

*Selectman Brown made a motion to authorize the carryover of vacation hours for two non-union Police Dept. employees. Selectman Pierce seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

*Selectman Adams made a motion to approve the internal posting of a position. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

*Selectman Adams made a motion to authorize a conditional offer of employment for Zoning Code Enforcement Officer as recommended by the Town Administrator. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.*

*7:50 pm Vice Chairman Lemay 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.*

2

ANNOUNCEMENT - From : Cathy Ball, Goffstown Town Clerk

LIMITED MOTOR VEHICLE TRANSACTION AVAILABILITY DURING FEBRUARY

The Town Clerk encourages residents with motor vehicle registrations due during the month of February to complete their transactions by Thursday, February 16<sup>th</sup> to avoid processing delays and inconvenience.

The State of NH Division of Motor Vehicle (DMV) has announced implementation of the new driver licensing system (VISION) during the month of February. During the implementation of the new system there will be a period of time when the State's DMV computer system will be unavailable statewide.

An implementation schedule has been planned around the February 20<sup>th</sup>, the President's Day holiday weekend.

Beginning, Friday, February 17<sup>th</sup> the Town Clerk's Office will be subject to limited motor vehicle registration processing according to DMV computer system availability. This means that completion of the State's portion of registration renewal will not be available without traveling to a State DMV facility to purchase license plates or plate decals.

The Goffstown Town Clerk's Office will be closed Tuesday, February 21<sup>st</sup>, along with closure of State DMV Offices due to system implementation. The Town Clerk's Office will reopen for business on Wednesday, February 22<sup>nd</sup>. Our ability to process both Town and State portions of motor vehicle transactions will be determined at that time.

Please plan ahead and remember that February 28<sup>th</sup> is the last day to renew registrations expiring during February.

# February 2017

Please transact February motor vehicle registrations by February 16th to avoid processing delays and inconvenience.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
					TOWN PORTION ONLY	
E-REG (Online Registration Renewal) Temporarily Unavailable Feb 15th - Feb 22nd						
19	20	21	22	23	24	25
	CLOSED	CLOSED	POSSIBILITY OF LIMITED REGISTRATION	POSSIBILITY OF LIMITED REGISTRATION	POSSIBILITY OF LIMITED REGISTRATION	
E-REG (Online Registration Renewal) Temporarily Unavailable						
26	27	28				
	POSSIBILITY OF LIMITED REGISTRATION	POSSIBILITY OF LIMITED REGISTRATION				

**GREEN** - Usual Registration Processing

**GREEN/YELLOW** - February 17th - Processing town portion of registration only - must complete at state DMV location

**RED** - DMV closed statewide - Town Clerk's Office closed

**YELLOW** - Anticipate return to full service registrations at Town Clerk's Office. Possibility of limited registration services through end of month.

**BLUE** - E-REG (Online Registration Renewal) temporarily unavailable - Feb 15th - Feb 22nd.

# Goffstown Town & School Candidate Openings

## March 14, 2017 Election

### Town Election

Selectmen	1 for 3 years
Budget Committee	4 for 3 years
Cemetery Trustee	1 for 3 years
Library Trustee	3 for 3 years
Planning Board	2 for 3 years
Sewer Commission	1 for 3 years
Town Clerk	1 for 3 years
Trustee of Trust Funds	1 for 3 years
Zoning Board of Adjustment	2 for 3 years

### School Election

School Board Member	1 for 1 year
School Board Members	3 for 3 years

Official Openings above as of January 5, 2017 – Future resignations of elected officials may add to candidate openings through the close of the business day, January 24, 2017.

Candidate filing opens at the Town Clerk's Office Wed. January 25th, during regular Town Hall business hours, and ends Friday, February 3rd at 5:00 pm. Candidates filing on the last filing day must appear in person.

List last updated January 5, 2017

RECEIVED  
JAN 18 2017

## Law Offices of Michael R. Chamberlain

TOWN CLERK'S OFFICE  
GOFFSTOWN, NH

195 McGregor Street, Unit 400  
Manchester, NH 03102

Tel: (603) 206-2771  
Fax: (603) 624-7597

January 16, 2017

Rodney Stark, Town Moderator  
Cathy Hall, Town Clerk  
Town of Goffstown  
16 Main Street  
Goffstown, New Hampshire 03045

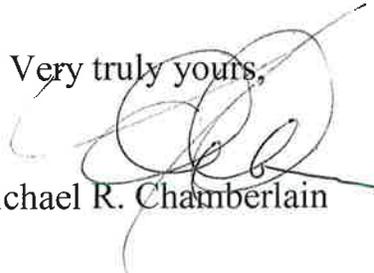


Dear Mr. Stark and Ms. Hall,

I had the privilege of serving as an observer (“challenger”) for the Democratic Party in Ward 5 in Goffstown on November 8, 2016. The professionalism of the officials working the polls that day so impressed me that I feel compelled to sing their praises—to publicly express my appreciation to them. I only know some of the officials by their first names.

I had not met or spoken with *Lionel Coulon, Kathy LeClerc, Lillian, Fred* or *Mark* before November 8, 2016. After spending an entire day with them, I do not know what their politics or party affiliations may be. I do know that they were committed to ensuring that every citizen had an opportunity to exercise their right to vote on November 8. During a very long day, I observed Mr. Coulon and Ms. LeClerc together with their colleagues treat every voter equally and with patience and, yes, with kindness. Rules were enforced but enforced so professionally and so graciously that no complained or objected. With election officials like Lionel Coulon, Kathy LeClerc and their colleagues (Lillian, Fred and Mark) at the polls I believe our Republic is in good hands. Please express my appreciation to them for their good work on November 8, 2016. I remain

Very truly yours,

  
Michael R. Chamberlain

Dear Chief Robert Browne,

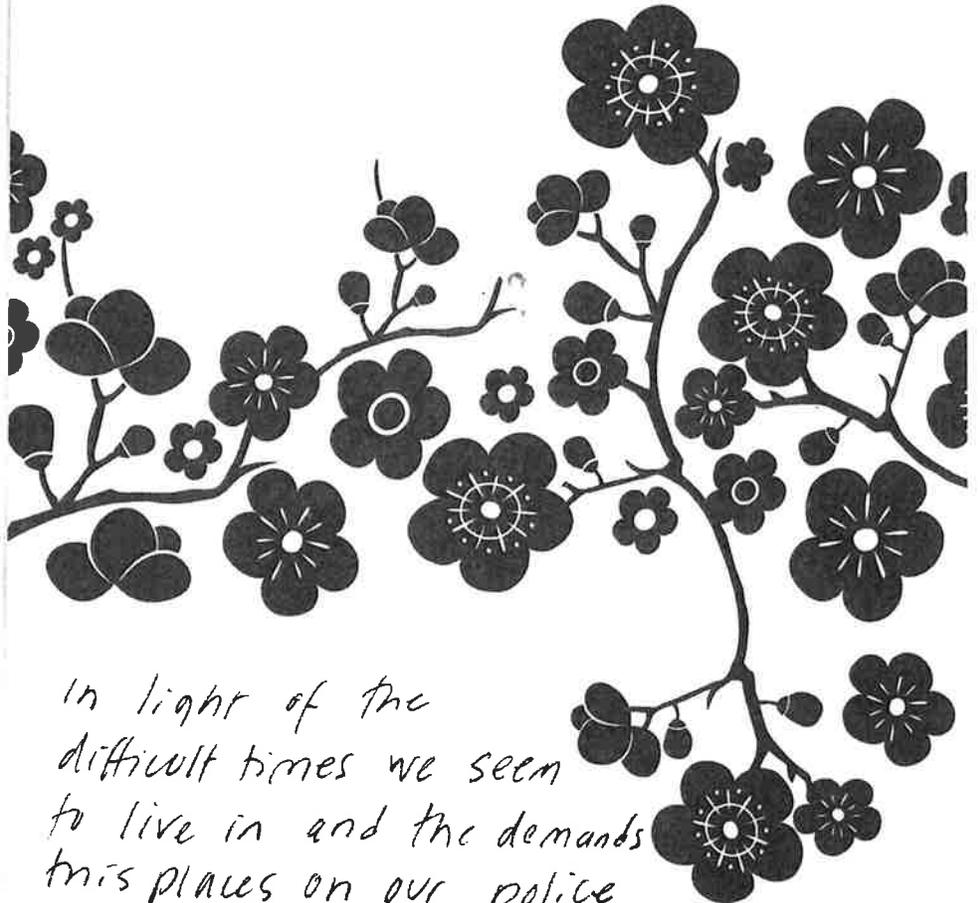
I am writing somewhat belatedly to give my thanks for the very nice interaction I had with two officers of the Goffstown force. late last year when I discovered a trail camera and two <sup>climbing</sup> tree stands on my family property.

I was at a loss as to what to do and wasn't sure if I should call Goffstown P.D. or Fish + Game. as it was Sunday, I called you folks for advice + direction.

I was hesitant to call the P.D. - it was a non-urgent perhaps even non-criminal matter and I didn't want to be a nuisance, diverting resources from more important problems.

However everyone I had contact with from the dispatcher to officer Oslin + Sargeant Pinard were wonderful + very helpful. They were professional + courteous and kind and never minimized my concerns or my problem.





In light of the difficult times we seem to live in and the demands this places on our police force I thought it deserved a note of thanks.

You have a great team down there!  
Thank you,

Melanie Palomino ©CRANE&CO.

CC-BUS  
Bones  
FILE  
GREAT  
#12

palomino

MANCHESTER NH 030

Goffstown NH  
03045

09 JAN 2017 PM 1 L



Chief Browne  
Goffstown Police Department  
326 Mast Rd.  
Goffstown NH

50

HIGHWAY SAFETY COMMITTEE  
MEMORANDUM  
01/04/17

TO: Board of Selectmen  
FROM: Chief Robert C. Browne, III *RCB*  
Chairman  
IN RE: Bobby & Tracy Blanchard  
44 Greer Rd.

Request for signage and possible reduction of speed limit on Greer Rd.

The Highway Safety Committee met on December 14, 2016 to discuss the aforementioned request. Present were Committee Members: Director of Public Works Adam Jacobs, Town Planner Jonathan O'Rourke, Chief Robert Browne, Chairman, and Selectman Allen Brown.

The Committee had previously reviewed the surveying officer's report. The Committee discussed the area including New Road.

The Committee voted 4-0 TO RECOMMEND an ordinance change to 30 mph for Greer Road and New Road.

This recommendation is based on the following:

- 1) Both of these roads are narrow.
- 2) There is an average of 730 vehicles per day on Greer Rd.

RB/dmr

Selectmen Meeting Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Selectmen

5b

HIGHWAY SAFETY COMMITTEE  
MEMORANDUM  
01/04/17

TO: Board of Selectmen  
FROM: Chief Robert C. Browne, III *RCB*  
Chairman  
IN RE: Gail Merrill  
52 Montelona Rd.

Request for a stop sign on E Dunbarton Rd where E Dunbarton and Montelona meet.

The Highway Safety Committee met on December 14, 2016 to discuss the aforementioned request. Present were Committee Members: Director of Public Works Adam Jacobs, Town Planner Jonathan O'Rourke, Chief Robert Browne, Chairman, and Selectman Allen Brown.

The Committee had previously reviewed the surveying officer's report. The Committee discussed the area.

The Committee voted 4-0 NOT TO RECOMMEND the installation of a stop sign.

This recommendation is based on the following:

- 1) Though the "Y" intersection is awkward the site distance is good.

RB/dmr

Selectmen Meeting Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Selectmen

5c

HIGHWAY SAFETY COMMITTEE  
MEMORANDUM  
01/04/17

TO: Board of Selectmen  
FROM: Chief Robert C. Browne, III *RB*  
Chairman  
IN RE: John Hinds  
12 Honeysuckle Ln

Request for the removal of stop signs on Smith Rd and Ben Circle and Smith Rd and Maple Ave.

The Highway Safety Committee met on December 14, 2016 to discuss the aforementioned request. Present were Committee Members: Director of Public Works Adam Jacobs, Town Planner Jonathan O'Rourke, Chief Robert Browne, Chairman, and Selectman Allen Brown.

The Committee had previously reviewed the surveying officer's report. Mr. Hinds was also in attendance and addressed his concerns to the Committee. After a discussion of the area, the Committee voted 4-0-0 to RECOMMEND the removal of the two stop signs on Smith Road at Ben Cir and includes mid-block crossing markings as identified in MUTCD standards.

This recommendation is based on the following:

- 1) Ben Circle is a small street.
- 2) No justification for a three way stop at Smith Rd and Ben Cir.

RB/dmr

Selectmen Meeting Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Selectmen

5d

HIGHWAY SAFETY COMMITTEE  
MEMORANDUM  
01/04/17

TO: Board of Selectmen  
FROM: Chief Robert C. Browne, III *RCB*  
Chairman  
IN RE: David & Eleanor Christie  
10 Lynchville Park Rd.

Request for stop signs and speed bumps on Lynchville Park Rd and Oak Ln.

The Highway Safety Committee met on December 14, 2016, 2016 to discuss the  
aforementioned request. Present were Committee Members: Director of Public Works Adam  
Jacobs, Town Planner Jonathan O'Rourke, Chief Robert Browne, Chairman, and Selectman Allen  
Brown.

The Committee had previously reviewed the surveying officer's report. After a discussion, the  
Committee voted 4-0-0 NOT TO RECOMMEND the installation of speed bumps on Lynchville  
Park Rd.

There was a discussion of the area and how best to address the Christie's concern. The  
Committee voted 4-0-0 to stripe the section of Lynchville Park Rd from Mast Road to the curve  
and add a dead end sign on Oak Ln. This recommendation is based on the following:

- 1) The striping of the road will help with keeping vehicles from crossing over and taking  
wide turns.

RB/dmr

Selectmen Meeting Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_

Chairman, Board of Selectmen

6

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**INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF SELECTMEN  
**FROM:** CHIEF ROB BROWNE  
**SUBJECT:** ACCEPT NH HIGHWAY SAFETY GRANT  
**DATE:** 1/11/2017

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Members of the Board of Selectmen,

The NH Highway Safety Agency reached out to police agencies across the state through the NH Chief's of Police Association to see if there was any interested agencies who currently utilize IMC as their records management system in obtaining grant funding for E-Citation equipment. E-Citation, and in the near future E-Crash as software and hardware installs to the mobile data terminals in each of the cruisers that would allow an officer to scan a driver's license, add the data to the tables in the computer and have a printed citation or warning be printed.

This would decrease the amount of handwriting, clerical data entry and time being spent by officers on a motor vehicle stop. In the near future, it would assist in the expedient process of sending crash reports to the state in a faster, more efficient manner. The equipment includes a printer, with installation as well as the software that is 100% funded by this Highway Safety Grant. The HS Agency indicated that they were originally issuing a maximum of 5 per agency, but when I spoke directly to our representative, we were assured there was funding to get all of our front line cruisers equipped.

The grant amount for this project is \$9000. None of which is borne to the tax payer. I would respectfully request that the Board accept the funding for this grant. I can be available for any questions that are raised.

Thank you in advance.

Respectfully,

Rob Browne

Chief of Police



# Town of Goffstown

7

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## BOARD OF SELECTMEN

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

### TOWN OF GOFFSTOWN PUBLIC HEARINGS

In compliance with RSA 41:14-b Selectmen announce Public Hearings on 1/23/17 and 2/13/17 at 7:00 PM at Town Hall, 16 Main St., Goffstown NH to accept public input on an amendment to ordinance #201.2.5 Parking Prohibited during Snow Emergency to include the authority to declare a snow emergency. A draft of the amended ordinance can be found online at [www.goffstown.com](http://www.goffstown.com) or in the Town Clerk's Office. A vote is scheduled on 2/27/17.

In compliance with RSA 31:95-b the Selectmen announce a Public Hearing on 01/23/17 at 7:15 pm at Goffstown Town Hall, 16 Main St. to accept and expend a \$93,012 Emergency Management Performance Grant (CFDA #97.042) from the NH Dept. of Safety, Homeland Security and Emergency Management to purchase and install an emergency generator and equipment at Emergency Operations Center at Fire Station 18. A vote will be taken immediately following the public hearing.

*Any person with a disability who needs a reasonable accommodation, please call the Town Hall (497-8990 ext 100) at least 72 hours in advance for arrangements.*



7a

**REPLACE:**

**201.2.5 Parking Prohibited during Snow Emergency**

No Parking on Streets or Public Ways within the Town of Goffstown from 2:00 am through 5:00 am during snow removal periods, these periods to run from November 15 through April 15 of each year. *[Adopted 8/31/2015]*

**PROPOSED AMENDMENT:**

**201.2.5 Winter Parking Restrictions**

- A. No Parking on Streets or Public Ways within the Town of Goffstown from 2:00 am through 5:00 am, these periods to run from November 15 through April 15 of each year. *[Adopted 8/31/2015]*
- B. Parking Prohibited During Declared Snow Emergency.  
In an effort to clear roadways and public parking areas in the Town of Goffstown, the Public Works Director or designee shall have the authority to declare a Snow Emergency for a specific period of time during and/or after a significant prolonged snow or ice event. During the declared Snow Emergency parking is prohibited on the public ways and public parking areas, or in a manner which impedes snow removal. The enforcing authority to act upon violations of this ordinance would be the responsibility of the Police Department.

# State of New Hampshire Department of Safety

John J. Barthelmes, Commissioner

Robert L. Quinn, Assistant Commissioner

Richard C. Bailey, Jr., Assistant Commissioner

## Homeland Security and Emergency Management

Perry E. Plummer, Director

Jennifer L. Harper, Assistant Director



RECEIVED JAN 10 2017

1b

January 3, 2017

Chief Richard O'Brien, Director  
Goffstown Emergency Management  
Goffstown Fire Department  
18 Church Street  
Goffstown, NH 03045

Dear Chief O'Brien:

The New Hampshire Department of Safety, Homeland Security and Emergency Management (HSEM) is pleased to provide your community with an Emergency Management Performance Grant (CFDA #97.042). The amount of the Federal portion of this grant is \$93,012.00 to purchase and install a generator and equipment at the community's Emergency Operations Center (EOC) located at the Fire Department. This amount represents a maximum of 50% of approved eligible activities, as outlined in Exhibit A of your Grant Agreement. The remaining 50% match is to be supplied by you, the Subrecipient, as outlined in Exhibit B. I am enclosing a fully executed copy of the Grant Agreement for your file.

I have enclosed a **Quarterly Report** that will need to be returned prior to January 15, 2017 for this current quarter (October 1 to December 31, 2016). Quarterly reports are an important way for us to monitor the progress of your project. Subsequent reports are to be returned within 15 days after the end of each quarter until the project is complete. ***Failure to submit your reports on time can result in loss of funding for projects and future grant awards.***

By law, all subrecipients receiving Federal awards totaling \$25,000.00 or more are subject to the Federal Funding Accountability and Transparency Act (FFATA) reporting requirements. These subrecipients **MUST** complete and return the attached **FFATA Subrecipient Information Reporting Form**. HSEM, in turn, is required to report the data from your returned form by the end of next month in order to fulfill the reporting requirement. Please return within two (2) weeks from receipt of this letter.

The **Compliance of Audit Requirements Certification Form** is to be completed and returned no later than nine months from the end date of the audit period in which you received reimbursement.

Office: 110 Smokey Bear Boulevard, Concord, N.H.  
Mailing Address: 33 Hazen Drive, Concord, N.H. 03305  
603-271-2231, 1-800-852-3792, Fax 603-223-3609  
State of New Hampshire TDD Access: Relay 1-800-735-2964

Chief Richard O'Brien, Director  
Page Two  
January 3, 2017

***In accordance with your grant agreement, your project is required to be completed and invoices need to be dated on or before September 30, 2017; all requests for reimbursement/payment need to be made by October 31, 2017.*** Requests for reimbursement/payment must be submitted on your community's letterhead and should include copies of invoices/bills, cancelled checks or copies of expense ledgers (if applicable) and sent here to my attention.

Additionally, I am enclosing an **Equipment Inventory Sheet** that will need to be returned, along with photographs of equipment purchased with grant funds, upon requests for reimbursement/payment. Please note only equipment with a value of \$250.00 or greater needs to be documented.

I have also enclosed a **Final Expenditure and Performance Report** that will need to be returned when your project is complete and all expenses in connection with this project are captured. ***This form needs to be returned to this office no later than October 31, 2017.***

For your convenience, all of these forms can be found on our website at [https://apps.nh.gov/blogs/hsem/?page\\_id=419](https://apps.nh.gov/blogs/hsem/?page_id=419).

With the acceptance of this Federal money you are required to maintain financial records, supporting documents and all other pertinent records for a period of three (3) years.

If you have any questions concerning this grant, payment of it or about any of the required forms, please contact me at (603) 223-3619 or at [NHEMPGprogram@dos.nh.gov](mailto:NHEMPGprogram@dos.nh.gov).

Thank you for your dedication and commitment to emergency management.

Sincerely,



Liz Lufkin  
EMPG Program Coordinator

Enclosures

cc: Danielle Morse, Sr. Field Representative, HSEM (w/o encl.)

9d

HB 324 - AS INTRODUCED

2017 SESSION

17-0556  
10/09

HOUSE BILL **324**

AN ACT relative to the valuation of utility property.

SPONSORS: Rep. Abrami, Rock. 19; Rep. Vose, Rock. 9; Rep. Azarian, Rock. 8; Rep. Lovejoy, Rock. 36; Rep. D. Thomas, Rock. 5; Sen. Carson, Dist 14; Sen. Birdsell, Dist 19; Sen. D'Allesandro, Dist 20

COMMITTEE: Science, Technology and Energy

ANALYSIS

This bill provides for the value of utility property for purposes of local property taxation to be determined by the commissioner of revenue administration under the state utility property tax, RSA 83-F.

Explanation: Matter added to current law appears in **bold italics**.  
Matter removed from current law appears [~~in brackets and struck through.~~]  
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

STATE OF NEW HAMPSHIRE

*In the Year of Our Lord Two Thousand Seventeen*

AN ACT relative to the valuation of utility property.

*Be it Enacted by the Senate and House of Representatives in General Court convened:*

1       1 New Section; Property Taxation; Valuation of Utility Property. Amend RSA 72 by inserting  
2 after section 7-d the following new section:

3       72:7-e Valuation of Utility Property. Notwithstanding any other provision of law, the assessed  
4 value of utility property determined by the commissioner of revenue administration pursuant to  
5 RSA 83-F:3, as reasonably allocated by the commissioner to each municipality in which the utility  
6 property is located, shall be the assessed value of that utility property in that municipality for all  
7 municipal property tax purposes. In the event that the commissioner's determination pursuant to  
8 RSA 83-F:3 is made after a town or city sends property taxes bills for the tax year, the municipality  
9 shall use the commissioner's determination of value for the immediately preceding tax year, and  
10 then the assessed value and tax liability for the current property tax year shall be adjusted up or  
11 down after receiving the commissioner's notice of value for the current property tax year to reflect  
12 the value determined by the commissioner for the current tax year, on the next tax bill sent to the  
13 taxpayer by the municipality. Any party aggrieved by the determination by the commissioner of the  
14 value of utility property for municipal property tax purposes may appeal such valuations and  
15 assessments according to the procedure and subject to the time limits provided for other taxes  
16 administered by the department of revenue administration under RSA 21-J.

17       2 Utility Property; Reference Added. Amend RSA 72:8 to read as follows:

18       72:8 Electric Plants and Pipe Lines. All structures, machinery, dynamos, apparatus, poles,  
19 wires, fixtures of all kinds and descriptions, and pipe lines employed in the generation, production,  
20 supply, distribution, transmission, or transportation of electric power or natural gas, crude  
21 petroleum and refined petroleum products or combinations thereof, shall be ***valued and allocated***  
22 ***by the commissioner of revenue administration as required by RSA 72:7-e and*** taxed as real  
23 estate in the town in which said property or any part of it is situated; provided that no electric  
24 power fixtures which would otherwise be taxed under this section shall be taxed under this section  
25 if they are employed solely as an emergency source of electric power.

26       3 Utility Property; Reference Added. Amend RSA 72:10 to read as follows:

27       72:10 Limitation. Nothing in ***RSA 72:7-e***, RSA 72:8, 72:8-a, or 72:9 shall in any way change or  
28 affect the laws relating to the taxation of public utilities and other property owned by municipal  
29 corporations.

30       4 Effective Date. This act shall take effect April 1, 2017.

**Town of Goffstown Assessing Office Memo**

**To:** Goffstown Board of Selectmen

**From:** Scott Bartlett, CNHA



**Date:** January 19, 2016

**RE:** NH House Bill – HB 324

The NH House of Representatives Science, Technology and Energy committee will be conducting a public hearing on HB 324 on Wednesday, January 25<sup>th</sup> at 9:00 AM. I am requesting that the Board of Selectmen allow me to testify in opposition to this bill.

This is the second of three bills that are being driven by the utility industry with the goal of reducing their property taxes. The first bill HB 254, has already been heard. I want to thank you for allowing me to oppose that bill. I did not testify, but did submit written testimony in opposition to the bill. David Pierce did testify as a Goffstown Selectmen and also as a House member in opposition to the bill. Thank you David.

HB 324 would mandate the use of the State's utility values for property taxes. The State's values, which are determined using the "unit method," are used for RSA 83-F and for purposes of equalization. While some municipalities do use the State's values for property taxes, the courts have historically supported the municipality's right to use their own determination of value.

Most recently in *Public Service Company of New Hampshire v. various municipalities* (Docker #26246-11PT, etal) for the 2011 and the 2012 tax years, the BTLA ruled against PSNH. PSNH had its own appraiser, who used the unit method, and as backup, submitted the State's values.

*"To the extent the DRA Appraisals reflect use of a parallel methodology and line of thinking to the Tegarden Appraisals, they suffer from many of the same problems discussed above."*

*"The municipalities note Mr. Dickman (DRA utility appraiser) did not inspect the Property and did not receive an "inventory" of assets owned in each municipality from the Taxpayer but instead simply relied upon aggregate information provided to him by the Taxpayer in the PA-20 filings required for purposes of RSA 83-F."*

*"The board finds there is only one market value opinion in each DRA Appraisal, a number valuing all of the utility property owned by the Taxpayer, irrespective of where it is located. In other words, the portion of the total value assigned to each municipality in these appraisals (to fulfill the DRA's equalization responsibilities) is simply an arithmetic allocation based on historical cost, not the independent opinion of market value of a professional appraiser or assessor that can meaningfully be used to corroborate or rebut the conclusions contained in the Tegarden Appraisals. As the*

*municipalities correctly argue, "the requirements of RSA 72:9 are not met" and the values allocated to each municipality "are not true indicators of the fair market value in any one taxing jurisdiction" when such an approach is followed."*

*"The board has concerns regarding whether use of a mere allocation calculated in an appraisal, without any opportunity to examine, review or verify the information contained within it, is sufficient to satisfy the selectmen's obligations under RSA 75:1. This statute obligates the selectmen to assess:*

*[All] ... taxable property at its market value. Market value means the property's full and true value as the same would be appraised in payment of a just debt due from a solvent debtor. The selectmen shall receive and consider all evidence that may be submitted to them relative to the value of property, the value of which cannot be determined by personal examination."*

In *New Hampshire Electric Coop v Town of Gilmanton*, 211-2011-CV-00301, heard by Superior Court Justice James D. O'Neil, III, similar evidence was submitted to the Superior Court with similar results.

*"The Court would further note that it found Mr. Dickman's reports and testimony to be of little corroborative value to the petitioner."*

I have been appraising utility property for assessing purposes since 1990. As the Town Assessor for Goffstown, I have valued all utility property located in the Town since 2007. None of these utility values have ever been appealed. I recently completed an update of value for the entire Town for the 2016 tax year. As part of that update I revalued all utility property. The total value established and submitted on the 2016 MS-1 was \$56,432,700. The DRA's estimated value for 2016 was \$37,906,637. Use of the DRA's values would reduce the Town's overall assessment by over \$18,500,000. The tax rate for 2016 would have increased by \$0.31 and the average single family home's taxes would have increased by \$75 (see table on next page).

The DRA uses the "unit method" to estimate value for RSA 83-f and for equalization purposes. No one is contesting those values for those purposes. But to mandate the use of those values for property taxation on a municipal level would cause gross inequities. A direct example of this is land value. The allocation formula used by the DRA utilizes original cost. In 2016, Eversource owned over 49 acres of land and over 26 miles of transmission rights of way. As reported by Eversource, the total original cost of land was \$384,883. While some land was purchased recently, the majority of their land was purchased many years ago when land values were significantly lower than they are today. Using methodology consistent with other property in the Town of Goffstown, Eversource's land, not including the public right of way, was assessed at \$2,070,500. The value for the public right of way added an additional \$1,421,000 for a total land value of \$3,491,500. The DRA's unit method does not break out land value; however, by extrapolation, it is my opinion that the contributory value of land, using the DRA's method, would be \$244,400.

Please support my opposition to this bill and allow me to testify in opposition and recommend that this bill be declared ITL.

Thank you for your consideration

**Comparison of 2016 actual taxes in Goffstown to  
2016 hypothetical taxes if the DRA's utility value were used**

	<u>2016</u>	<u>2016 w/State Figures</u>
<b>Total Town Value</b>	\$1,446,200,800	\$1,427,674,737
<b>Utility Value</b>	\$56,432,700	\$37,906,637
<b>Non-Utility Value</b>	\$1,389,768,100	\$1,389,768,100
<b>Loss in Assessed Value</b>		\$18,526,063
<b>Estimated Tax Rate</b>	\$26.43	\$26.74
<b>Increase in Tax Rate</b>		\$0.31
<b>Taxes for Average SFR (\$237,500)</b>	\$6,277.13	\$6,350.75
<b>Increase to average SFR</b>		\$73.63
<b>Utility Tax Rate</b>	\$24.11	\$24.42
<b>Taxes from Utility Properties</b>	\$1,360,592	\$925,680
<b>Decrease in Taxes collected from Utility Properties</b>		\$434,912

**From:** [mmanh@googlegroups.com](mailto:mmanh@googlegroups.com) [<mailto:mmanh@googlegroups.com>] **On Behalf Of** Judy Silva  
**Sent:** Thursday, January 19, 2017 10:41 AM  
**To:** Managers  
**Cc:** Cordell Johnston  
**Subject:** [MMANH] Call to Action!  
**Importance:** High

Hello Managers—

You know I don't often post here, but please see the information below about a HB 324, scheduled for next week, which would do real damage to the municipal tax base. We need your help.

### **Hearing on Bill to Slash Utility Property Tax Revenues**

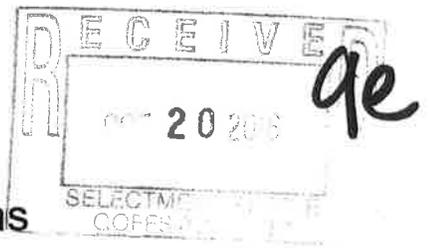
The House Science, Technology & Energy Committee has scheduled a hearing on **HB 324** for next **Wednesday, January 25, at 9:00 a.m., in LOB Room 304**. This is the bill that, as discussed in last week's *Legislative Bulletin*, would strip municipalities of their authority to assess public utility properties and give that authority to the Department of Revenue Administration. It would require the use of the property values determined by DRA under the utility property tax statute, RSA 83-F, for local property tax purposes.

As we explained last week, the values assessed by DRA are in most cases dramatically lower than those assessed by the municipalities; and the superior court and the Board of Tax and Land Appeals have consistently found the locally assessed values to be significantly more credible. Requiring the use of the DRA values would, in most municipalities, result in a loss of tax revenue from utility properties of at least a few hundred thousand dollars. In some municipalities, the lost revenue would be over \$1 million. The town of Seabrook would lose about \$4.5 million. In all cases, that revenue would be made up through increased tax bills for all other taxpayers.

Remember when the legislature eliminated the state contribution for local retirement system payments? This bill would have a similar impact on many municipalities and their taxpayers. We urge all local officials to contact their legislators to let them know how much this bill will cost their taxpayers. (Please contact us if you do not have the numbers for your municipality.) In particular, if you have representatives on the committee, please contact them with this information before Wednesday and ***urge them to kill HB 324.***

Judy A. Silva  
Executive Director

**New Hampshire Municipal Association**  
25 Triangle Park Drive  
Concord, NH 03301  
603-224-7447 ext 3408  
800-852-3358 ext 3408 (members)  
[www.nhmunicipal.org](http://www.nhmunicipal.org)



# Volunteer Application Form for Town Committees and Commissions

Date: 10-20-16

Name: Alan Potvin

Mailing Address: \_\_\_\_\_

Goffstown NH 03045

Residential Street Address (if different): \_\_\_\_\_

Home Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

cell# ~~Work~~ Phone No. (if permissible to call you at work): \_\_\_\_\_

Email Address: \_\_\_\_\_

Committee(s) in which you are interested in serving on: Community Cable

AKA: GTV

Brief Summary of relevant education, experience and why you are interested in serving on this (these) committee(s): \_\_\_\_\_

~~Unint~~ Due to my last 5 yrs of working with GTV as  
the play by play announcer for both football & hockey  
I come to appreciate this program. I feel that  
with this experience as well as my work experience over  
the last 22 yrs I would be able to provide context,  
experience and value to this committee.

Forward to: Administration Office, 16 Main St., Goffstown, NH 03045 TEL. 497-8990 FAX 497-8993

Appointments are made by the Board of Selectmen. Vacancies on some elected committees are filled by the committee i.e. Budget Committee, Planning Board.

**INTERNAL USE ONLY**

Board of Selectmen Meeting Date: \_\_\_\_\_  Appointed until \_\_\_\_\_

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**Town of Goffstown  
2017 ANNUAL WARRANT**

To the inhabitants of the Town of Goffstown in the County of Hillsborough qualified to vote in Town affairs:

You are hereby notified to meet Wednesday February 8, 2017 at seven o'clock in the evening at Goffstown High School in the Dr. Craig Hieber Auditorium in said Town for the first portion of Town Meeting, also known as the deliberative session, to act on the following subjects and determine matters which will then be voted upon by the official ballot on Tuesday, March 14, 2017. (Snow date for the first session is Thursday, February 9, 2017.)

You are further notified to meet Tuesday, March 14, 2017 to vote on all matters by official ballot. The polls will open on March 14, 2017 at 7:00 A.M. and close at 7:00 P.M. in the First District at the Goffstown High School and will open at 7:00 A.M. and close at 7:00 P.M. in the Fifth District at the Bartlett Elementary School.

**ARTICLE 1 – Election of Candidates**

**ARTICLE 2**

To see if the Town will vote to raise and appropriate for the operation, expenses and commitments of the town government, the budget approved by the Budget Committee in the amount of Twenty Million Two Hundred Ninety Six Thousand Nine Hundred Ninety Dollars (\$20,296,990).

This budget will be predicated by estimated revenues in the amount of Seven Million Seven Hundred Nineteen Thousand Ninety Three Dollars (\$7,719,093).

The Sewer Enterprise Fund of One Million Six Hundred Twenty Three Thousand Seven Hundred Eighty Two Dollars (\$1,623,780) is included in this revenue amount and in the appropriations requested in this article.

The EMS Special Revenue Fund of Five Hundred Thirty Nine Thousand Four Hundred Eighty Dollars (\$539,480) is included in this revenue amount and in the appropriations request in this article.

The motion on the operating budget shall be the following, with only the appropriation amount subject to amendment:

“Shall the Town of Goffstown raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant, or as amended by vote of the first session, for the purposes set forth therein, totaling Twenty Million Two Hundred Ninety Six Thousand Nine Hundred Ninety Dollars (\$20,296,990).

Should this article be defeated, the default budget shall be Nineteen Million Seven Hundred Seventy Nine Thousand Three Hundred Thirty Eight Dollars (\$19,779,338), which is the same as last year, with certain adjustments required by previous action of the Town of Goffstown or by law or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.” NOTE: This article (operating budget) does not include appropriations in any other warrant article.

*Recommended by the Board of Selectmen 5-0-0 and Budget Committee 11-0-1.*

**Town of Goffstown  
2017 ANNUAL WARRANT**

**ARTICLE 3**

To see if the Town of Goffstown will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Teamsters, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2017	16,773
2018	32,557

And further to raise and appropriate the sum of Sixteen Thousand Seven Hundred Seventy Three Dollars (\$16,773) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. *(This appropriation is in addition to Article 2.)*

***Recommended by the Board of Selectmen 5-0-0 and Budget Committee 10-0-0.***

**ARTICLE 4**

To see if the Town will vote to raise and appropriate Two Hundred and Twenty Five Thousand Dollars (\$225,000) to be added to the Fire Department Apparatus Capital Reserve Fund previously established in 2008. *This sum to come from the fund balance and no amount to be raised by taxation. (This appropriation is in addition to Article 2.)*

***Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.***

**ARTICLE 5**

To see if the Town will vote to raise and appropriate Fifteen Thousand Dollars (\$15,000) to continue the transportation program, contingent upon the Manchester Transportation Authority being awarded a grant for this purpose. The primary purpose of this program is to provide transportation to the elderly and disabled on an on-call basis for necessary appointments. This will be a non-lapsing appropriation under RSA 32:7, VI and will not lapse until 6/30/2019. *(This appropriation is in addition to Article 2.)*

***Recommended by the Board of Selectmen 5-0-0 and Budget Committee 11-0-1.***

**ARTICLE 6**

To see if the Town will vote to raise and appropriate Two Hundred Thirty Thousand (\$230,000) for the repair of the Uncanoonuc Lake Dam. The NH Department of Environmental Services has issued a Letter of Deficiency to the Town regarding this dam. *(This appropriation is in addition to Article 2.)*

***Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.***

**ARTICLE 7**

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of land acquisition and to authorize the Board of Selectmen to act as agents to carry out the objectives of the fund following the procedure as outlined in RSA 41:14-a. Furthermore, to raise and appropriate the amount of Two Hundred Fifty Thousand Dollars (\$250,000) to be deposited into the Land Acquisition Capital Reserve Fund. *This sum to come from the fund balance and no amount to be raised by taxation. (This appropriation is in addition to Article 2.)*

***Recommended by the Board of Selectmen 5-0-0 and Budget Committee 9-1-0.***

**Town of Goffstown  
2017 ANNUAL WARRANT**

**ARTICLE 8**

To see if the Town will vote to raise and appropriate Twenty Thousand Dollars (\$20,000) for the purpose of helping to support the nonprofit Goffstown Main Street Program, Inc. *(This appropriation is in addition to Article 2.)*

*Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.*

**ARTICLE 9**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) for the purpose of helping to support the programs of Goffstown nonprofit Crispin's House Coalition for Youth Inc., a youth drug, alcohol and suicide prevention agency. *(This appropriation is in addition to Article 2.)*

*Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.*

**ARTICLE 10**

To see if the Town will vote, pursuant to RSA 72:39-(a) and (b), to modify the elderly exemption from property tax in the Town of Goffstown, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$45,000; for a person 75 years of age up to 80 years, \$60,000; for a person 80 years of age or older, \$80,000. To qualify, the person must satisfy all the conditions of RSA 72:39-(a) and (b) that pertain to eligibility for this exemption as well as those contained in any other applicable statute, including, without limitation, that they demonstrate that they have been a New Hampshire resident for at least 3 consecutive years preceding April 1 in the year the exemption is claimed, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 consecutive years. In addition, the taxpayer must have a net income in each applicable age group of not more than **\$38,500** or, if married, a combined net income of less **\$55,000**; and own net assets, whether married or not, not in excess of \$150,000 excluding the value of the person's residence. *(This article increases the income limits of the elderly exemption program by 10% which was last adjusted in 2007.)*

*Recommended by the Board of Selectmen 5-0-0.*

**ARTICLE 11**

To hear the reports of Town Officers, Auditors and Committees and to pass any vote relating thereto.

**ARTICLE 12**

To transact any business that may legally come before said meeting.

Given under our Hands and Seal this 23<sup>rd</sup> day of January 2017.

**GOFFSTOWN BOARD OF SELECTMEN**

\_\_\_\_\_  
Peter Georgantas, Chairman

\_\_\_\_\_  
Collis G. Adams

\_\_\_\_\_  
Mark T. Lemay, Vice Chairman

\_\_\_\_\_  
John Allen Brown

\_\_\_\_\_  
David W. Pierce

## ARTICLE 2 – Town Operating Budget

### TALKING POINTS

- The Town Operating Budget consists of three funds – General Fund, EMS Special Revenue Fund, and the Sewer Enterprise Fund. We will focus this presentation on the General Fund, as that is the only fund which impacts the town's property tax rate.
- The General Fund Budget is up \$457,078 over last year's budget, and the General Fund Revenue is up \$496,613, resulting in a decrease in the town's tax rate.
- Most departments have lower operating budgets than the previous year:

Wages are increasing by about 2.5% but employees are contributing 3.5% more towards their health insurance. There is only one new position in this budget (dispatcher).

Contracts for gasoline, diesel, heating oil, propane, and electricity are substantially lower than the previous year.

Property Liability and Workers Compensation Insurance budget has been decreased by about 9% due to going out to bid and signing with a new vendor.

- The major reason for the increase in the General Fund Budget is CIP. Over the years when operating expenses were high and revenues were level, cuts were made to CIP which postponed capital purchases. Now that our operating costs are down and revenue is on the rise, it is time to make those postponed capital purchases. CIP is up \$535,557 for 2017.
- If all appropriation articles pass including the Separate and Special Articles to be presented later, then the town's side of the tax rate will decrease 12¢ per thousand.
- This article is recommended by Selectmen and Budget Committee.

**ARTICLE 3 – Teamster Collective Bargaining Agreement for certain positions at Public Works Dept.**

**TALKING POINTS**

- **TERM:** Two year contract for laborers, truck drivers, heavy equipment operators, solid waste truck drivers, scalehouse operators, mechanic assistants
- **WAGES:** Places employees on a 16 step matrix with 2.5% between steps; longevity changes to a flat rate; 5% premium pay when working out of classification; safety bonus decreased by \$100 but uniform allowance increased by \$100; overtime calculation amended to count preapproved vacation and personal time as hours worked
- **HEALTH INSURANCE:** Removes the option of Blue Choice (highest cost health insurance plan), adds lower cost health insurance plan options; changes the formula for employee contribution to health insurance, increasing employee contribution each year of the contract; added a bonus each year to partially offset the increase in employee’s health insurance cost; adds Cadillac Tax language.
- **LEAVE:** Added Sick Bank and FMLA language from the Personnel Plan; added a payout of 50% of Sick Leave after 10 years or at retirement like other CBAs and Personnel Plan; Holiday Leave - Employee’s Birthday changed to Floating Holiday

<b>SUMMARY CBA COST IMPACT</b>		
	<b>2017</b>	<b>2018</b>
Wages	20,758	35,094
Insurance Offset	10,000	10,000
NHRS	2,362	3,994
FICA	1,907	2,796
Medicare	446	654
<b>TOTAL:</b>	<b>35,473</b>	<b>52,538</b>
Insurance Deduction	-18,700	-19,981
<b>Warrant Article:</b>	<b>16,773</b>	<b>32,557</b>

- This article is recommended by Selectmen and Budget Committee.

## ARTICLE 4 – Fire Apparatus Capital Reserve Fund

### TALKING POINTS

- CRF helps level the cost of purchasing expensive fire apparatus to avoid a spike in the tax rate
- Established in 2008 and funded from fund balance since 2015
  - 2008 - \$420,000
  - 2013 - \$ 75,000
  - 2014 - \$100,000
  - 2015 - \$200,000
  - 2016 - \$225,000
  - 2017 - \$225,000
- Over the years this fund has provided a grant match for the tower truck, replaced a Pumper/Tanker and Command SUV
- As of year end the Balance in this fund was about \$568,000 and with the passage of this article, there will be sufficient funds to replace two vehicles (Engine 1 and Squad 1) with one new vehicle – Engine 1.
- This article is recommended by Selectmen and Budget Committee.

## **ARTICLE 5 – Transportation Program focused on elderly and disabled**

### **TALKING POINTS**

- In 2015 voters authorized the Town to partner with Manchester Transit Authority (MTA) for a 2 year pilot transportation program focused on providing transportation for the elderly and disabled. Time period was from 7/1/15-6/30/17.
- Curb-to-curb pickup was available on Monday, Wednesday and Friday from 9 am to 2 pm.
- Program has been a success with usage of \_\_% of the time allocated.
- Primary use has been for medical appointments.
- Article seeks to continue this same service between 7/1/17-6/30/19 and is contingent on the MTA receiving the same amount of grant funding.
- This article is recommended by Selectmen and Budget Committee.

## **ARTICLE 6 – Repair Uncanoonuc Dam**

### **TALKING POINTS**

- A letter of deficiency was received from NHDES Dam Bureau after an inspection in 2015
- After hydraulic analysis and changing state rules, the dam was reclassified as a “High Hazard” due to possible loss of life in the event of a failure
- The town has met all deadlines associated with the letter of deficiency and has prepared plans for reconstruction and related permitting
- The dam was part of the approved CIP in 2016, but was removed by the Board of Selectmen and DPW due to a possibility of FEMA grant funds being available. It was later determined to be a non-eligible project by the NH Department of Homeland Security/Emergency Management
- The project requires temporarily lowering the lake level, and reconstructing the primary inlet and emergency spillway. The embankment and outlet will also be improved as part of the project.
- This article is recommended by Selectmen and Budget Committee.

**ARTICLE 7 – Establish a Capital Reserve Fund for land acquisition, name Selectmen as agents, and fund from fund balance**

**TALKING POINTS**

- Missed opportunities over the years
- Selectmen as agents could access this fund any time during the year contingent on following RSA 41:14-a (2 Public Hearings)
- Land would be for any municipal purpose except conservation as there is a separate fund for that purpose which is funded by the Land Use Change Tax
- Most immediate need would be additional parking in the village area
- This article would be funded by fund balance, no monies to be raised by taxation
- This article is recommended by Selectmen and Budget Committee.

## **ARTICLE 9 – Crispins' House**

### **TALKING POINTS**

- CRISPIN'S HOUSE has provided services to youth and families of Goffstown for over 25 years, providing a wide-range of program opportunities to help kids make positive choices. The total budget is about \$85,000. The warrant article covers only \$20,000. The organization works hard to raise the remaining funds through fund raising activities, community involvement and grants. The newest program is their Community Workshop Series designed to give adults the information they need to help keep the kids safe. Other programs include an accredited Juvenile Court Diversion Program, VolunTEENS, Youth Forums, Suicide Prevention and Substance Misuse Prevention. This article is recommended unanimously by the Selectmen and Budget Committee.
- Recommended by Selectmen and Budget Committee

## **ARTICLE 10 – Elderly Exemption**

### **TALKING POINTS**

- Upon request of a resident, the Board of Selectmen decided to place this article on the warrant. The only change is that it would increase the income limits for a single person or married couple by 10%.
- The last time the elderly exemption program was changed was in 2007.
- This article is recommended by Selectmen and Budget Committee.



**SNHPC**

# Southern New Hampshire Planning Commission

438 Dubuque Street, Manchester, NH 03102-3546, Telephone (603) 669-4664 Fax (603) 669-4350  
www.snhpc.org

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January 3, 2017

Ms. Susan Desruisseaux, Town Administrator  
16 Main Street  
Goffstown, NH 03045



Dear Ms. Desruisseaux:

The Southern New Hampshire Regional Planning Commission and the Central New Hampshire Regional Planning Commission are working together with four municipalities in Hillsborough County and the municipalities within Merrimack County to develop a Comprehensive Economic Development Strategy (CEDS) for this region (see attached map). A CEDS is a U.S. Economic Development Administration (EDA) funded economic development planning process and report designed to coordinate economic development efforts and identify local and regional economic development needs and priorities. This CEDS report is required for municipalities to qualify for EDA funding assistance under its public works, economic adjustment, and planning programs, and is a prerequisite for potential designation by EDA as an Economic Development District.

We are asking each municipality to appoint a representative and an alternate to serve on our Advisory Committee to assist in developing an update to the 2014 CEDS Report. As a part of this Advisory Committee, each municipal representative will help to identify their community's highest priority economic and community development projects. These projects can range from traditional infrastructure water and sewer projects, streets and regional roadways to broadband internet connections. They can also include workforce training and internship opportunities, community events or community/Town website upgrades and facility improvements.

Additionally, we are asking each municipality to recommend a business/private industry representative who would most appropriately represent their community's local economy. SNHPC staff will reach out to these individuals and ask them to serve on the Advisory Committee. The point of involving private industry is to enable a robust process by which local economic knowledge is ingrained in the CEDS dialogue and process.

If you have any questions, please contact me at 669-4664 or [dpreece@snhpc.org](mailto:dpreece@snhpc.org).

Sincerely,

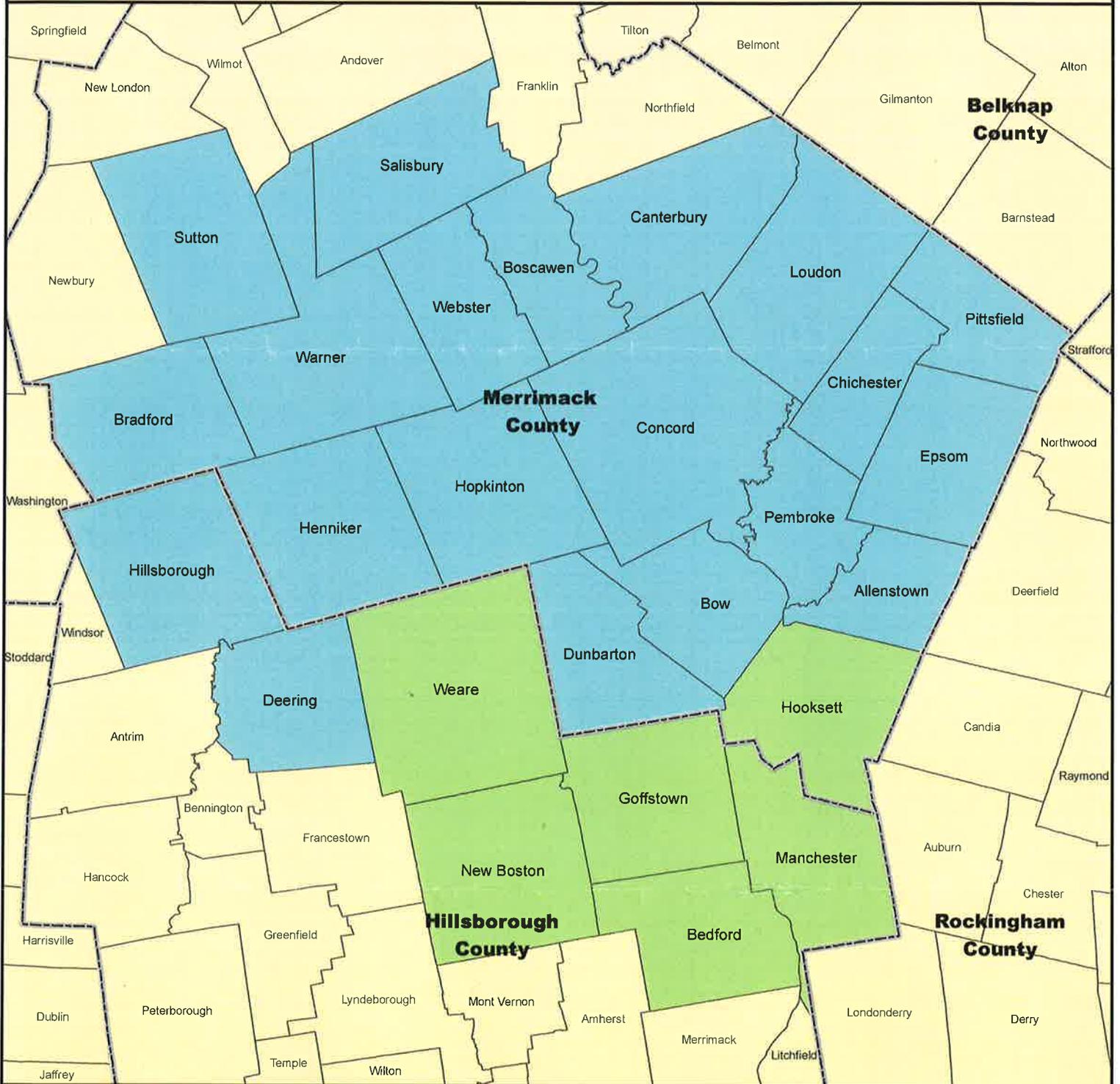
SOUTHERN NEW HAMPSHIRE  
PLANNING COMMISSION

David J. Preece, AICP  
Executive Director

Enclosure: CEDS region map

cc: SNHPC Representatives, Planning Department, Economic Development Department

# Central / Southern New Hampshire CEDS Area Comprehensive Economic Development Strategy



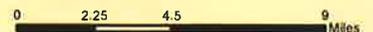
## CEDS Towns

### Planning Commission

-  Central New Hampshire Regional Planning Commission
-  Southern New Hampshire Planning Commission
-  Town Boundaries
-  County Boundaries

Data Sources:  
NH GRANIT Digital Data (1:24,000)  
NH Department of Transportation

The individual municipalities represented on this map and the SNHPC make no representations or guarantees to the accuracy of the features and designations of this map. This map is for planning purposes only. It is not to be used for legal boundary determinations or for regulatory purposes.





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## GOFFSTOWN PUBLIC LIBRARY

2 High Street • Goffstown, New Hampshire 03045

603/497-2102

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

TO: Sue Desruisseaux, Town Administrator

FROM: Dianne Hathaway, Library Director

DATE: January 19, 2017

The Library Board of Trustees met on Wednesday, January 18, 2017:

### **Acceptance of Donations**

The Board accepted three donations totaling \$400.00.

### **Library Policy Matrix**

The Board reviewed their policy matrix for 2017 with committee assignments (attached).

### **Self-Evaluation**

The Board will receive the annual self-evaluation link within the next two weeks from the HR Committee; deadline will be noted.

### **Planning Process**

The Board engaged in a roundtable discussion regarding a planning process.

The next meeting of the Library Board of Trustees will be held on **Wednesday, February 15, 2017**, at **6:30 p.m.** at the Goffstown Public Library.

TO: Collis Adams; Board of Selectmen  
FROM: Goffstown Sewer Commission  
DATE: 1-20-17  
SUBJ: Summary – January 19, 2016 Meeting

Chairman Crean did not attend.

2016 Annual Report – Mike Yergeau will draft the report.

2016 Sewer Replacement Project – The Commissioners signed the Certificate of Substantial Completion.

Issuing Sewer Permits – There was discussion about how and where sewer permits will be issued when the Sewer Secretary is hired.

Hoyle Tanner Contracts – The Sewer Use Ordinance, Accessibility Fee Update, User Rate Sufficiency Update and Daniel Plummer Rd Cost Estimate contracts were discussed and tabled until Chairman Crean can review at the next meeting.

**OLD BUSINESS: 1/23/17 ACTION MATRIX (started 3/16/15)**

<b>Mtg. Date</b>	<b>Item</b>	<b>Description</b>	<b>Schedule</b>
06/15/15 07/13/15 08/03/15 08/31/15 09/28/15	Grasmere Town Hall	OUTSTANDING ITEMS AS OF 1/1/17: NEWELL POST - Final design in production EMERGENCY LIGHTING - If electrician cannot complete by end of Jan. 2017, then we will find a new vendor. SLATE ROOF - AW Therrien quote \$1,650. Wait until passage of 2017 budget.	
08/31/15 09/21/15 10/05/15	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
07/25/16  08/08/16	Mill Street	Board wishes to discuss the future of the Mill Street property which they decided not to sell (across from Cottage St.) at the request of PRLAC to use as a future portage area for canoes and kayaks. Correspondence included in 08/08/16 BOS Packet. 1st step should be the surveying of the parcel before development for public access. Budget for surveying in 2017.	Survey in 2017.
08/22/16	Building on Class VI Roads	Develop policy regarding building permits on Class VI Roads	
10/24/16	TH Sewer Line	No bids received. Rebid after first of the year. Work cannot be scheduled until Fire Dept. vacates basement.	Rebid in 2017

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