

1
2 **Town Manager's Report**

- 3 • Wastewater Phase III Update - The contract to execute the Phase III Upgrade was signed on May 19,
4 2021 by the Town of Merrimack and the contractor Methuen Construction. The construction project
5 is expected to begin in the summer of 2021. The project is expected to take two years to construct.
6
7 • The Street sweeping program is progressing well and crews are currently in Zone 2. We anticipate
8 that Zone 1 work will begin on June 1st finishing the annual street sweeping program. Zones three
9 through six, and municipal and school lots are already complete.
10
11 • The Town wide pavement line striping will commence once the sweeping is complete. This
12 contracted service program refreshes about 600,000 linear feet (more than 110 miles) of white and
13 yellow lines on the Town roads each year. Our Public Works pavement marking team has been busy
14 repainting stop bars and crosswalks throughout town. The annual program maintains 394 stop bars,
15 43 cross walks, and the parking lines in all municipal parking lots.
16
17 • Work on the roundabout at the intersection of Turkey Hill Road and Baboosic Lake Road is set to
18 begin next week. Updates on the work will be provided on our website at
19 merrimacknh.gov/roadwork and on our Facebook page at [Facebook.com/merrimackdpw](https://www.facebook.com/merrimackdpw). The work
20 involves constructing a single lane roundabout to replace the existing intersection. The first stage of
21 work will be to clear the trees to the west of the intersection and then begin installation of the new
22 drainage system. Concurrently, the utility poles and wires will be relocated by the various utility
23 owners to accommodate the new intersection. Work is expected to be substantially complete by
24 October 1st and full completion by November 1st.
25

26 **Consent Agenda**

27 None.
28

29 **Old Business**

30 **1. Technology Committee Charge Revision**

31 *Submitted by Town Council Chair Tom Koenig and Vice Chair Finlay Rothhaus*

32 The Town Council to review and consider revising the Technology Committee's current Charge.
33

34 Chairman Koenig reminded the Council that about a month ago, the Technology Committee pointed out that
35 there are only two members of the committee that have been able to attend their meetings. There was some
36 concern if there was a quorum and if they were able to hold official meetings or not. The Council must now
37 determine if the committee should add the IT Coordinator as a member of the committee, if the number of
38 committee members should be reduced, or if the committee should be recognized as an advisory committee-
39 which means that they will not vote on any financial items. Chairman Koenig wants the Council to decide
40 this so the committee can resume their meetings.
41

42 Town Manager Paul Micali clarified that on this committee, the Council representative is a voting member
43 and if they are present with two other committee members then there will be a quorum. Mr. Micali then
44 introduced Jonathan Dias as the new IT Coordinator and stated that he is available to answer any questions
45 the Council has regarding this issue. Mr. Micali then stated that the charge has been changed a little bit and
46 some items have been added, such as anti-ransomware and data protection to help prevent hacking. He also
47 shared that the meetings will be quarterly and on a set schedule, whereas before the committee only met if
48 there were issues to address.
49

1 Councilor Woods questioned if there is less of a necessity for the committee now than when it was originally
2 created, and if the town still needs a technology department. Councilor Harrington asked if the Council can
3 get the coordinator’s opinion on the usefulness of the committee. Mr. Dias stated that he believes that it is
4 good to get different opinions and views from residents and he thinks a committee would provide structure,
5 especially when reviewing big projects. He is in favor of keeping the committee. John Sauter then spoke,
6 sharing that he was part of the committee when it originally formed and does not believe that the committee
7 is needed as the town has evolved since the committee was originally formed and now has IT personnel.
8 However, he does think that the committee could be insightful for having members of the public who are
9 skilled in IT contribute thoughts and ideas to the town’s IT department, but perhaps only at the request of the
10 IT director. Councilor Harrington shared that she agrees with Mr. Sauter opinion, and thinks that the
11 committee could perhaps meet on an as-needed basis instead of having quarterly meetings that may not be
12 necessary. Mr. Sauter then stated that a committee that meets quarterly would not be beneficial for ideas that
13 need to be made quickly and agrees with Councilor Harrington’s idea of having as-needed meetings.
14 Councilor Hunter asked if the rules need to be changed as far as a quorum goes to reflect the as-needed
15 schedule and have it state that there is no quorum required. Mr. Micali stated that if this is going to be an on-
16 call basis, then there does not need to be a committee as this will be more of a consulting/opinion situation.
17 Councilor Healey suggested having at least one committee meeting, stating that if the members are going to
18 become on-call advisories, Mr. Dias should have an understanding of people’s strengths and their
19 backgrounds. She is in favor of disbanding the committee.

20
21 **MOTION made by Councilor Healey and seconded by Councilor Harrington to have one final**
22 **Technology Committee meeting for the purpose of familiarization of the members with the new IT**
23 **Coordinator for future resource and then disband the Technology Committee and have the members**
24 **be available for support as needed. MOTION CARRIES 7-0-0**

25
26 **2. Chapter 111, Conservation Areas, Merrimack Town Code Process and Procedure Follow-up**
27 **Discussion**

28 *Submitted by Merrimack Conservation Commission Member Tim Tenhave*

29 The Town Council to be presented with the Conservation Commission’s proposed recommended
30 changes to Chapter 111, Conservation Areas, of the Merrimack Town Code.

31
32 Merrimack Conservation Commission Member Tim Tenhave began his presentation by stating that back in
33 2017 the Merrimack Conservation Commission was looking to make an update to Chapter 111. They formed
34 a plan and came to the Council in 2018 to outline their steps and be as transparent as possible. Since then,
35 they have been incorporating feedback and working towards phase 2 of their plan, which Mr. Tenhave will
36 be presenting to the Council tonight. The next phase includes taking their intent and turning it into a proper
37 legal form for an ordinance. He is looking for feedback or approval from the Council so they can adjust their
38 plans accordingly.

39
40 Mr. Tenhave then gave a brief presentation on the current Chapter 111, highlighting how this currently
41 covers 6 parcels which all have the same restrictions. The updated Chapter 111 aims to include 62 parcels,
42 which have already been approved by town staff. Additionally, this update will have the same restrictions but
43 change some of the wording, such as removing “glass” from trash as glass containers haven’t been an issue
44 for several years. Another update involves restricting OHRVs. Currently, some parcels allow OHRVs and
45 some do not, whereas some areas (such as Horse Hill) have a clause stating that OHRVs would only be
46 allowed if a group got together and it was determined that the use is appropriate for the area. Vice Chair
47 Rothhaus questioned if leaving the wording as it is currently would be easier than having to schedule public
48 hearings to determine if OHRV use is appropriate for certain parcels, in which Mr. Tenhave agreed but stated
49 that they would have to change this for the other parcels that have similar clauses as well. Further, Mr.
50 Tenhave stated that OHRV use is mostly in areas that do not allow OHRVs.