

Board of Selectmen
Meeting Minutes
April 9, 2019

Present: Jonathan M. Daley, Chairman; James C. Bailey III, Selectman; John P. Stohrer, Selectman; Laura Buono, Town Administrator.

In Attendance: Dave Fullerton, Robyn Payson, Scot Bourcier, Michael Pon, Leigh Bosse

Chairman Daley opened the meeting at 6:00 p.m. Selectman Bailey arrived at 6:12 p.m.

1. OPEN SESSION

Dave Fullerton – Mr. Fullerton said that while at the polls on March 12th, a couple of people brought up concerns to him. One had to do with there being ice on Center Road by the treatment plant in which a person had an accident in his vehicle after sliding on the ice. He also asked about the Chadwick property on Main Street that is burned with regard to the date it needs to be repaired or demolished. He was notified that since the building was “evidence”, the one year requirement had to be extended.

2. SCOTT BOURCIER – DUBOIS & KING RE: W. MAIN STREET SIDEWALK

Scott Bourcier from Dubois & King outlined Hillsborough’s sidewalk project and reviewed the findings of the study phase in which they are required to study three options: 1) No building of a sidewalk 2) Building of the sidewalk on the South Side and 3) Building of the sidewalk on the North Side. Mr. Bourcier said that based on traffic information, 9,500 vehicles travel on West Main Street each day and the average amount of people who walk along that same street each day is 240. The cost of each option was reviewed. To build on the North side (the Osram side), the cost would be approximately \$515,000. and the South side (Shaws Market side), approximately \$533,000. The costs are for bituminous surfaces (pavement) and not concrete. Each of the options were discussed with the South Side being the preferred option due to the fact it has a lot of developed businesses and the shoulder is wide in most areas as well as the fact there is a sidewalk already in front of O’ Reilly Auto Parts that will be tied into. It was also noted that most people who walk are already walking on the South side. Chairman Daley mentioned that the Water & Sewer Department would prefer the North Side due to manhole covers but Mr. Bourcier said the covers shouldn’t be an issue. It is estimated that the total project will cost between \$715,000 and \$733,000 which is covered by a grant in which the Town’s portion is only 20% (this project was passed by the Town in 2018). Mr. Bourcier said if the Selectmen vote to accept the study as presented, the next phase (Design Phase) would include meetings/discussions with abutters in order to find out what, if any of their concerns are and to work on solutions. Selectman Bailey moved to accept the study as presented and to move forward with Dubois & King for the design phase. The motion was seconded by Chairman Daley. A vote was taken. Motion passed unanimously.

3. MANIFEST MOTION

Chairman Daley moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 14510- 14547 a/k/a Vouchers 14 & 15 in the amount of \$158,388.49 (includes 129 direct deposit stubs) and Accounts Payable Check numbers 20735 - 20823 a/k/a Vouchers 15 & 16

in the amount of \$995,262.64. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed with Chairman Daley and Selectman Stohrer in favor (Selectman Bailey was absent for this vote).

** A/P Checks include payment to HDSD in the amount of \$762,740.22

4. **CONSENT AGENDA**

Chairman Daley moved to approve the Consent Agenda for April 9, 2019. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed with Chairman Daley and Selectman Stohrer in favor (Selectman Bailey was absent for this vote).

- Veterans' Tax Credit – Map 9 Lot 105
- Intent to Excavate – Map 7 Lot 71

5. **APPROVAL OF MEETING MINUTES**

Chairman Daley moved to approve the minutes of March 26, 2019 as written. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed with Chairman Daley and Selectman Stohrer in favor (Selectman Bailey was absent for this vote).

6. **OTHER BUSINESS**

Highway Department – Ms. Buono notified the Selectmen that the Federal Surplus Water Truck that we purchased has arrived from Texas and is at the Highway Department. She also mentioned that the department has changed over to their four 10-hour days that they work during the summer months.

Hillsborough Reborn – Ms. Buono said she was contacted by a representative from Hillsborough Reborn who has requested that the Town allow him to purchase flower barrels and flowers for the downtown area (up to 6). Ms. Buono said they will volunteer to water and care for the flowers. Ms. Buono said it was her recollection that initially they, along with the Chamber, were going to solicit businesses to pay and care for barrels versus asking the Town to pay for it. Selectman Bailey said that was the initial plan but the issue of making sure the barrels are stored for the winter remains. After a discussion, the Selectmen didn't have a problem with the project as long as Reborn takes responsibility to remove and store them for the winter so they are not in the way of plowing the sidewalks. The Selectmen approved up to \$300 for the project with the stipulation that they are cared for by volunteers and removed for the winter.

Board of Land and Tax Appeal (BTLA) – Ms. Buono updated the Selectmen on the Bara Dental case in front of the BTLA. She said the hearing was held today with the BTLA voting in favor of the Town's request to disallow the appraisal submitted by Bara Dental. The appraisal was supposed to be submitted before the settlement meeting in June 2018 and it wasn't submitted until January 2019. Ms. Buono said the hearing went well and the BTLA will issue their decision in about two months.

American Legion Request – Ms. Buono brought up a request from the American Legion for the Town to supply them with 100 flag holders to use on the graves of Veterans. Ms. Buono said the Town purchases flags annually to be placed by the Legion on the graves of Veterans and at some point began supplying the local funeral home with flag holders which cost \$15 each. She said she's curious as to why the Town purchases these items instead of the American Legion. Ms. Buono said that apparently the funeral home includes one of the flag holders with their "Veterans Packages". This was briefly discussed by the Selectmen and it was suggested that a representative from the American Legion come in to speak with them with regard to at the very least, splitting the cost. Ms. Buono will invite them in to a future Selectmen's Meeting.

Greater Hillsborough Senior Services (GHSS) – Chairman Daley spoke with the Selectmen about the GHSS bus and gave a little background as to when the current bus they had was purchased, the Town voted to pay a portion of it with the understanding that the bus would be “owned” by the Town and thus fall under the Town’s insurance and maintenance schedule. GHSS felt they wouldn’t have any control over the use of the bus so they declined the bus funds but pay for the insurance at least in part, with the money Hillsborough donates to them each year. There was also clarification offered by Chairman Daley with regard to money that was transferred from one of GHSS accounts to the “bus account” in that it was money which had been raised over time through fundraising but which had never been transferred. Chairman Daley said GHSS has been very careful with the account of these funds. The Town Administrator was asked what the procedure was in order to allow the Town’s insurance to cover the bus. Ms. Buono said the Town would have to be the owner of the bus in order to have it on our property and liability insurance. She said it would be as simple as GHSS donating it to the Town.

Town Wide Clean Up Day – Ms. Buono reminded the Board that the Town Wide Clean Up Day which is spearheaded by the Office of Youth Services will be held on Saturday, April 27th if any of them would like to take part in it.

Water and Sewer – Ms. Buono said the Water & Sewer Department are in the process of applying for a grant through the EMPG Program (FEMA) and since they cannot apply for these funds as a department of the Town, the Selectmen would either have to sign the application or authorize Peter Mellen as Chairman of the W&S Commission to sign it. Chairman Daley moved to authorize and designate Peter Mellen to sign the FEMA Grant through the EMPG Program. The motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Meeting Dates – Due to scheduling conflicts, the Selectmen’s meetings for May will be the 21st & 28th and July meetings will be held on the 9th & 30th.

Meeting Recordings – Chairman Daley said he is looking into a way to condense the size of the meeting recordings and to find a solution to having them on the website now that it has been updated. Ms. Buono suggested the Selectmen adopt a policy as to how long they want us to save meeting recordings.

Hillsborough Fest & Fair – Chairman Daley said this year the money that is made at the Hillsborough Fest & Fair (previously the Balloon Fest) will be split among the organizations based on the amount of volunteer hours they provide.

History Alive – Chairman Daley brought up the subject of having a service at the Old Methodist Church (town-owned) during the History Alive event in August. The condition of the inside of the Church was discussed. Ms. Buono suggested that they can do a little bit of work to either take down or try and repair the damaged plaster so there isn’t a danger of it falling down during the event.

Main Street – A resident had asked about the Town painting lines and having reflectors from the Park and Ride to the on/off ramps of 202/9. Selectman Stohrer will talk with Billy Goss and ask his opinion.

7. ACTION ITEMS

Welcome to Hillsborough Sign – Selectman Bailey said both signs need to be painted (Antrim) and the one coming from the East needs some work. He said the Chamber will be discussing them further.

8. ADJOURNMENT

Chairman Daley moved to adjourn at 8:06 p.m. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Board of Selectmen

Date: _____

Jonathan M. Daley, Chairman

James C. Bailey III, Selectman

John P. Stohrer, Selectman