

Board of Selectmen
Meeting Minutes
April 23, 2019

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

In Attendance: David Roarick, Rachel Mitchell, Michelle Connelly, Matthew Mitchell, Joyce Bosse Michael Pon, Bob Charron, Barb Cavanaugh, Lee Avery, Jean Mogan

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

1. **NONPUBLIC SESSION**

Chairman Daley moved to go into nonpublic session at 6:04 p.m. under RSA 91A:3II (b) hiring. Motion was seconded by Selectman Bailey. A roll call vote was taken. Chairman Daley – yes; Selectman Bailey – yes; Selectman Stohrer - yes. Motion passed unanimously.

In attendance: Chairman Daley, Selectman Bailey, Selectman Stohrer, Town Administrator Laura Buono, Police Chief David Roarick, Matthew Mitchell.

Chief Roarick introduced Matthew Mitchell to the Selectmen and Town Administrator with a recommendation to hire on a part time basis. Officer Mitchell currently works fulltime for Henniker. Chief Roarick reviewed Officer Mitchell's credentials with the Selectmen and invited questions.

Chairman Daley moved to come out of nonpublic session at 6:09 p.m. Motion was seconded by Selectman Bailey. A roll call vote was taken. A roll call vote was taken. Chairman Daley – yes; Selectman Bailey – yes; Selectman Stohrer - yes. Motion passed unanimously.

Chairman Daley moved to hire Matthew Mitchell as a part time police officer for the Town of Hillsborough. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

2. **OPEN SESSION**

There was no public comment during Open Session.

3. **GREATER HILLSBOROUGH SENIOR SERVICES (GHSS) RE: BUS**

Members of the Greater Hillsborough Senior Services (GHSS) met with the Selectmen to update them on the status of their new bus campaign. They said their current bus is 11 years old and it is used for the purpose of bus trips to Market Basket in Warner, shopping for Maple Leaf residents twice a month, and various other excursions. GHSS has been raising money throughout the years via raffles, TD Bank "change matters" programs, private donations and miscellaneous other efforts. The Selectmen discussed the idea that was brought up when the bus was originally purchased and that is for the Town to be the owners of the bus which would enable the insurance to fall under the municipal policy and repairs and maintenance could be handled in the same manner as other municipal vehicles. GHSS would still be the entity to handle the use of the bus for the members as well as have the authority to allow other organizations to use it. The Selectmen feel this is a way for GHSS to save money on these

expenses. This was briefly discussed. Ms. Buono noted that in order to make GHSS feel comfortable, a memorandum of understanding can be drawn up once they decide if they want to take the Town up on the offer that will outline what is agreed upon. At the conclusion, GHSS will think about the offer and if they wish to move forward with it, they will contact the Town.

4. **RACHEL MITCHELL RE: STONEBRIDGE CO-OP**

Michelle Connelly and Rachel Mitchell from Stonebridge Co-op came before the Board to request that the overdue taxes and utilities, as well as the interest on Map 12 Lot 67-23, a unit within their park, be waived in order for them to remove the unit and possibly rent the spot to another tenant. Ms. Buono stated that as of April 8th, the total amount due on the unit is \$5,437.38 which includes Taxes, Water & Sewer Fees and interest. A discussion with regard to the Co-op's responsibilities as well as the fact that the Town has abated taxes, utilities and interest on three other units last year which were to be removed. Two of those units were removed and replaced with newer units but the third one was sold by the co-op and no money was forwarded to the Town. Ms. Connelly stated that the Co-op currently owns the unit in question and took ownership in December 2018 but did not have the paperwork with her but will forward it this week. The Co-op's financial responsibility was also discussed with Selectman Bailey stating that the Town cannot continue to carry the burden of these units. Ms. Connelly said that it is going to cost them \$6,000 to have the unit removed and they cannot afford to cover the overdue taxes and utilities on top of that. The Selectmen stated that they would not be able to make a decision tonight but would like Ms. Connelly to meet with Ms. Buono in order to discuss finances in an effort to make a decision as to what, if anything the Co-op will be asked to pay toward the outstanding financial liability for this unit. Once that is done, the Board will make their decision. At the very least, it was discussed that the Co-op should forward the \$500 that the previous owner had to pay in order to become a member of the Co-op.

5. **MANIFEST MOTION**

Chairman Daley moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 14548 - 14588 a/k/a Vouchers 16 & 17 in the amount of \$166,549.09 (includes 132 direct deposit stubs) and Accounts Payable Check numbers 20824 - 20874 a/k/a Vouchers 17 & 18 in the amount of \$58,037.05. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

6. **CONSENT AGENDA**

Chairman Daley moved to approve the Consent Agenda for April 23, 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

7. **OTHER BUSINESS**

ELVD Annual Meeting – Selectman Stohrer said he attended the ELVD Annual Meeting to get a sense of the District. He said the big project that was discussed is the Red Fox Crossing Bridge which is closed.

Water & Sewer Department – Selectman Bailey said he went into the basement under the Water & Sewer Department with Mark Roarick to take a look at the support structures. He said it's damp down there with no circulation and there is some rot and sagging areas under the file storage room. He discussed what work would have to be done in order to repair it and it may cost between \$5,000 -

\$10,000 to do the work. A discussion took place as to whether or not it would make sense to do the work or to move the department to the Gables building at this time instead. Selectman Bailey said the roof on that building will also need some work. It was decided that Ms. Buono will bring forward the proposal to move the department into the Gables Building to the Commissioners and ask if they have any concerns about it.

Future Planning – Ms. Buono brought up future planning for municipal buildings to the Selectmen. She suggested that the Board may want to have discussions this summer as to whether or not they would like to pursue the PSNH property as had been discussed in the past in order to have the Town Offices relocated as well as build a new Fire Station on that site. The property abuts town owned property at this time. If this is done in the future, they had also discussed the possibility of using the “old” Fire Station as a community building. Although nothing has been decided, the Selectmen will discuss future planning of these buildings during the year.

Dascomb Road – Chairman Daley said there is a resident who lives on the end of Dascomb Road who would like to have it paved and is wondering what it would take to have it done. Ms. Buono said she will check with Bill Goss and ask for his recommendation so that it can be discussed from there.

Larry Abbott – Ms. Buono said that there is a request from Larry Abbott to carry over the 36 hours of vacation time which puts him over the limit that can be accumulated, until June 1st so that he has an opportunity to use it. The Board agreed to the June 1st date.

Town Owned Land – Ms. Buono said that Dana Brien had pulled together various lots that the Town owns in the Emerald Lake Village and filled out lot merger paperwork on them. The lots will be part of the property sale this summer. The Board signed the lot merger forms as presented.

Parks Department Seasonal Help – Ms. Buono said that unless there is any objection, she would like to hire Peter Beard to work up to 20 hours a week for the season in the Parks Department. The Selectmen had no objection.

Meg Curtis – Ms. Buono brought up a request from Meg Curtis to allow the Travel Channel to go into the family plot of James Bickford in one of the Town cemeteries with a special ground radar system for a segment they are filming. Ms. Curtis has stated that nothing will be disturbed and the Cemetery Trustees have no problem with the request. The Selectmen had no problem with granting permission to the Travel Channel.

8. ACTION ITEMS

Welcome to Hillsborough Sign – Ms. Buono said that the individual she contacted to repaint the signs is not able to take on the project at this time. Selectman Bailey said the Chamber of Commerce is taking over the project.

Sidewalk Project – Selectman Stohrer reviewed the Design Phase Spreadsheet he worked on for the next phase of the sidewalk project. If the Selectmen are comfortable with the information, they will need to approve it so that it can be forwarded to the Engineers. Chairman Daley moved to accept the Design Phase Spreadsheet and forward it to the Engineers. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed unanimously.

Woods Woolen Mills – Ms. Buono said that she and Robyn Payson will be meeting with Central NH Regional Planning Commission, Sanborn & Head Engineering, and NRCC on May 9th to discuss the next steps in the site assessment and removal costs for Woods Woolen Mills.

9. ADJOURNMENT

Chairman Daley moved to adjourn at 8:26 p.m. Motion was seconded by Selectman Bailey. 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