

Board of Selectmen
Meeting Minutes
May 28, 2019

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

In Attendance: Laurie Jutzi, Brett Taber, Joyce Bosse, Robyn Payson.

Chairman Daley opened the meeting at 6:00 p.m.

1. OPEN SESSION

Laurie Jutzi – Mrs. Jutzi thanked the Selectmen, Robyn Payson & Laura Buono for the Charrette that took place on May 17th & 18th. She said she felt it was very beneficial and constructive and was happy that there was a variety of people who participated. Mrs. Jutzi said there were some great suggestions that came out of it and she feels encouraged. Mrs. Jutzi asked if there are copies of plans from the past (Main Street Program, etc.). Ms. Payson suggested that she check with the Library. The Main Street Program that dates back to 2004 was briefly discussed. Mrs. Jutzi also feels it would be a good idea if the Town can advertise the events of other organizations in Town on the municipal website. Ms. Buono said if event flyers are emailed, we may be able to post those or perhaps links to the other non-profit organizations in Town may be able to be placed on the Town's site.

Mrs. Jutzi brought up the cemetery in the Old Town Center and said that it needs some work and asked if the Selectmen can find out if work can be done in there prior to the History Alive event in August. Ms. Buono will contact the Cemetery Trustees with regard to this.

Joyce Bosse – Mrs. Bosse brought up the downtown crosswalks and feels they should be more visible and also feels that the Town should do something to keep people from walking on the side of the road where Bara Dental is. Driver and pedestrian education was discussed. Chairman Daley mentioned that while planning the new sidewalks, the Selectmen have been talking about signage that lights up however they are expensive. Billy Goss will be discussing painting the downtown crosswalks a solid color once the painting crew is in Town but it wasn't something that was budgeted for this year.

2. ROBYN PAYSON RE: DOWNTOWN CHARRETTE

Planning Director Robyn Payson reviewed the powerpoint presentation that had been rolled out the last day of the Charrette. Ms. Payson reiterated the words that Stu Arnette used which were "Failure is not an option" and said there are various things that the Town can do immediately. One of those things is to make sure we patronize the existing businesses in Hillsborough and post those visits on social media. Ms. Payson said that Hillsborough needs to be the next cool place and mentioned the new coffee shop on Main Street. Pop up shops and "First Friday's" for artisans were discussed. Ms. Payson also said that she was going to be meeting with Steve Meno from UNH who was on the Charrette team later in the week to discuss Hillsborough's Natural Assets.

Enforcing the 2 hour street parking between 7 a.m. & 7 p.m. was discussed as well as a bit of the parking plan that has been worked on. Ms. Payson will be at one of the next Selectmen's Meetings to have a discussion with regard to downtown parking which will include signage. Bret Taber suggested

the Board consider bumping in a section of the sidewalk by Butler Park where the benches are to get a few angle parking spots.

3. **MANIFEST MOTION**

Chairman Daley moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 14669 - 14694 a/k/a Voucher 22 in the amount of \$88,202.14 (includes 61 direct deposit stubs). Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

4. **CONSENT AGENDA**

Chairman Daley moved to approve the Consent Agenda for May 28, 2019. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Veterans Tax Credit – Map 11I Lot 364

5. **OTHER BUSINESS**

Website/Recordings – Chairman Daley brought up the fact that due to a recent update, the Town website cannot support the posting of the voice recordings of meetings. He would like the Selectmen to adopt a policy as to how long recordings will be retained and suggested a timeframe of 4 months. Chairman Daley discussed the option to change website hosting companies as well however; it's a lot of work and not a light decision. Chairman Daley will contact CivicPlus again to discuss it further and said there is room for improvement in the site but the first thing we need to do is solve the posting of meeting recordings. Ms. Buono said she will check with other municipalities who have CivicPlus and inquire as to how they are posting voice recordings and report back.

Police Department Roof – Selectman Bailey said he contacted another roofing company that he is familiar with and they will be coming up tomorrow to take a look at the police department roof and give us an estimate.

6. **ACTION ITEMS**

Sidewalk Project – Ms. Buono said it is time to set up negotiations for the Design Phase of the project and requested a couple of dates and times for the Board to meet with Dubois & King. The meeting will take place either the 4th or 5th @ 3:00 based on what works with the Engineer.

Road Names (911) – Chairman Daley said that initially he wanted to visit all residents who live on the roads that they are considering a name change for however he hasn't had the time to do it. Ms. Buono suggested inviting the residents to a Selectmen's Meeting to discuss their roads and hear any concerns they may have. The Board felt that was a good solution and it will be set up over the summer.

7. **NONPUBLIC SESSION**

Chairman Daley moved to go into nonpublic session at 7:20 p.m. under RSA 91A:3II (c) reputation. 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.

Ms. Buono discussed a change in duties of an employee due to medical restrictions with the Selectmen.

Chairman Daley moved to come out of nonpublic session at 7:25 p.m. Motion was seconded by Selectman Stohrer. A roll call vote was taken. A roll call vote was taken. Chairman Daley – yes; Selectman Bailey – yes; Selectman Stohrer – yes. Motion passed unanimously.

8. **NONPUBLIC SESSION**

Chairman Daley moved to go into nonpublic session at 7:25 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.

Ms. Buono requested the Selectmen hire Dennis Yeaton to fill the light equipment operator position for the Parks/Highway Department. Since it is a union position, it was placed out to existing staff and if no one was interested, it would be placed out to the public. Mr. Yeaton has worked for the Town on a seasonal basis for a few years. Ms. Buono said that Bill Goss also recommends the hiring of Mr. Yeaton for this position.

Chairman Daley moved to come out of nonpublic session at 7:28 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 Scott Yeaton to fill the Light Equipment Operator position. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

9. **ADJOURNMENT**

Chairman Daley moved to adjourn at 7:30 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