

Board of Selectmen
Meeting Minutes
October 28, 2020

Present: James C. Bailey III, Chairman; John P. Stohrer, Selectman; David J. Rogers, Selectman; Laura Buono, Town Administrator.

In Attendance: Leigh Bosse, Mary Morehouse Rogers.

Chairman Bailey called the meeting to order at 6:00 p.m.

1. OPEN SESSION

Leigh Bosse – Mr. Bosse brought up the Christmas Banners for the light poles in the downtown area. He said the Lions Club will contribute up to \$1,040 to purchase them and donate them to the Town. The decorations were briefly discussed as to the plan is to donate them to the Town and have the Town put them up, take them down and store them. Ms. Buono will check with Scott Yeaton as to the status of any repairs needed on the poles.

2. OTHER BUSINESS

Budget Meeting Schedule – Ms. Buono discussed a budget work session meeting schedule with the Selectmen for the purpose of the Board meeting with the larger department heads to review their proposed 2021 budgets. The dates of November 16th, November 30th and December 14th were set at 3:00 p.m. They Board also took a look at the calendar with regard to their November meeting dates and since one would fall the night before Thanksgiving, they decided to only meet once in November (11th) for a regular meeting.

Employee Travel Policy – Ms. Buono said she has been approached by at least one department head with regard to changing out the required 14 day quarantine for travel outside of New England for a negative test result after waiting 72 hours. This was discussed by the Board and although they were uncomfortable with the 72 hour timeframe, they instead agreed to allow a test after 5 days with a negative result for employees to return to work.

Kemp Park – Selectman Rogers updated the Board on the replacement cider press for the Cider House in Kemp Park. He said they found one on Craigslist which is a functional antique from Vermont which is a little smaller but comparable to what is in there right now. Selectman Rogers said the final cost of the press is \$650 of which Hillsborough Reborn will be contributing \$300 toward the project and he is asking the Selectmen to approve \$350 from the Town. Chairman Bailey moved to authorize the purchase of the Cider Press and the Town's portion of \$350. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed unanimously.

Selectman Rogers also said he is getting in contact with the NH Preservation Alliance to find out if there are funds available through that program for projects in Kemp Park. Leigh Bosse brought up the bandstand and said he is getting in touch with the people who did the work at Tooky Mills for a price.

He said the Masons will more than likely need to go to the grand lodge for permission to sponsor this project.

Revenues – Ms. Buono informed the Board that although revenues are slightly up this year due to CARES Act Funding and the last municipal aid from the State, she is anticipating lower revenues in 2021. She said the funds Hillsborough received from meals and room tax is going to be adjusted due to the 2020 shut down and more than likely the highway block grant amount. Ms. Buono said she will be reviewing it all in conjunction with the 2021 budget and warrant articles in order to monitor where the anticipated tax rate for 2021 will fall. She said once the MS-1 is filed tomorrow, the Department of Revenue will contact her after their review is done to set the tax rate.

3. **LONG TERM PROJECTS**

25th Celebration – Ms. Buono said there is a second meeting with area groups to find out what they have in mind for the 250th on Saturday, November 7th. She said they are hoping to start getting an idea as to the various times throughout the year organizations would like to sponsor/run events.

Manahan Boat Dock – Chairman Bailey said the 84 page application has been filed with the Department of Environmental Services and once we hear back, we'll be able to plan the work.

Woods Woolen Mill - Ms. Buono said the EPA has entered the property and done the additional testing they need in order to decide whether or not we will be a recipient community for funds to take down the boiler house.

Sidewalk Project – Ms. Buono reported that Scott Bourcier from Dubois & King has a new position with another company and will no longer be our lead engineer. She said Jim Hall who is well experienced in LPA projects and who has been working with Scott is taking over. Mr. Hall is also currently working on 2 or 3 other projects with DOT.

4. **MANIFEST MOTION**

Chairman Bailey moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 16201 - 16232 a/k/a Vouchers 43 & 44 in the amount of \$176,770.40 (includes 138 direct deposit stubs) and Accounts Payable Check number 023846 – 024003 a/k/a Voucher 35, 36 & 37 in the amount of \$450,719.77 Motion was seconded by Selectman Rogers. A vote was taken. Motion passed unanimously.

5. **CONSENT AGENDA**

Chairman Bailey moved to approve the Consent Agenda for October 28, 2020. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed unanimously.

- Veterans' Tax Credits – Map 11J Lot 379
- DRA Form MS - 1
- Intent to Cut – Map 5 Lot 53 County Road
- Class VI Road Agreement & Release – Morris, 37 Poverty Plain Road

6. APPROVAL OF MINUTES

Chairman Bailey moved to approve the Selectmen's Meeting Minutes of October 13, 2020 as written. Motion was seconded by Selectman Stohrer. A vote was taken. Motion passed unanimously.

7. NONPUBLIC SESSION

Chairman Bailey moved to go into nonpublic session at 6:50 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Stohrer. A roll call vote was taken. Chairman Bailey – yes; Selectman Stohrer – yes; Selectman Rogers - yes. Motion passed unanimously.

In attendance: Chairman Bailey, Selectman Stohrer, Selectman Rogers, Town Administrator Laura Buono.

Chairman Bailey discussed an individual who has done quite a bit of work for the Town but who is currently having some health struggles and a request that has come forth with regard to them.

Chairman Bailey moved to come out of nonpublic session at 6:53 p.m. Motion was seconded by Selectman Stohrer. A roll call vote was taken. Chairman Bailey – yes; Selectman Stohrer – yes; Selectman Rogers - yes. Motion passed unanimously.

8. NONPUBLIC SESSION

Chairman Bailey moved to go into nonpublic session at 6:53 p.m. under RSA 91A:3II (a) personnel. Motion was seconded by Selectman Rogers. A roll call vote was taken. Chairman Bailey – yes; Selectman Stohrer – yes; Selectman Rogers - yes. Motion passed unanimously.

In attendance: Chairman Bailey, Selectman Stohrer, Selectman Rogers, Town Administrator Laura Buono.

Ms. Buono requested a verbal evaluation from the Selectmen since it is coming up on her anniversary date. The Board and Ms. Buono discussed job performance, etc.

Chairman Bailey moved to come out of nonpublic session at 7:18 p.m. Motion was seconded by Selectman Rogers. A roll call vote was taken. Chairman Bailey – yes; Selectman Stohrer – yes; Selectman Rogers - yes. Motion passed unanimously.

9. ADJOURNMENT

Chairman Bailey moved to adjourn at 7:19 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: _____

James C. Bailey III, Selectman

John P. Stohrer, Selectman

David J. Rogers, Selectman