

Board of Selectmen
Meeting Minutes
December 26, 2017

Present: James Bailey III, Chairman; David N. Fullerton, Selectman; Jon Daley, Selectman; Laura Buono, Town Administrator.

In Attendance: Bob O'Mara, Jim Hill, Jon Segedy

Chairman Bailey opened the meeting at 5:57 p.m.

1. **NONPUBLIC SESSION**

Selectman Bailey moved to go into nonpublic session at 6:00 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Daley. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes; Selectman Daley – yes. Motion passed unanimously.

In attendance: Chairman Bailey, Selectman Daley, Selectman Fullerton, Town Administrator Laura Buono, Mr. & Mrs. David Campbell.

Mr. & Mrs. Campbell met with the Selectmen to discuss their current situation as it relates to their property taxes. The Selectmen reviewed the information presented and agreed that Ms. Buono should proceed to assist the Campbell's and bring forward the necessary paperwork for the Board to sign at the next Selectmen's Meeting.

Selectman Bailey moved to come out of nonpublic session at 6:26 p.m. Motion was seconded by Selectman Daley. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes; Selectman Daley – yes. Motion passed unanimously.

2. **OPEN SESSION**

Pat Matheson – Mrs. Matheson came before the Selectmen to ask if they were planning on placing a warrant article for funds for Greater Hillsborough Senior Services on the warrant or if they should proceed with a petition article. Mrs. Matheson said they would request \$9,000 from Hillsborough and said they will request \$2,000 - \$3,000 from Deering and that Windsor and Washington will give some but she's not sure how much. A discussion ensued with regard to placing expenditure information in the town report for the \$13,000 in funds that were received from Hillsborough last year. Ms. Buono said she has received two or three quarters of expenditures but it would be nice to get the whole year in one document so that it can be copied and pasted into the town report. The Selectmen will discuss this further during the month as they finalize the 2018 budget and warrant articles.

Leigh Bosse – Mr. Bosse brought forward a parking lot plan in hopes that the Selectmen would agree to place an article on the 2018 Warrant in the amount of \$300,000 in order to purchase the white building (next to the Bible Baptist Church) and build a parking lot that would have 18 – 20 spaces in it. Mr. Bosse said the parking is needed in the downtown area and has been discussed many times over the last 20-30 years. Selectman Daley said he's doesn't feel the cost makes sense for the gain of 18 parking spaces. He said that all the parking surveys reflect that there is enough parking but the perception is that there isn't. Chairman Bailey said they have been working at developing a plan to control parking and although they thought the plan was completed, a couple of concerns came up that are still being worked on. He said that needs to happen first and questioned whether or not 20 spaces would make a difference. Chairman Bailey said the center of town is moving toward the 202 exchange

and due to that, he's not sure this is the best investment of town funds. Mr. Bosse said he feels that by purchasing the property and building a parking lot, it opens up the possibility of small shops in the central business area. Selectman Fullerton said that people still feel that the center of town is still in that area. He said there would be different types of shopping in the central business district than at the 202 exchange. Selectman Fullerton said for 20 years nothing has happened and this is a way to get things moving even though it would take more than 20 years to get the money back in revenues. Chairman Bailey said he still doesn't feel comfortable gambling taxpayer money on this project. Mr. Bosse said by not doing anything, they are condemning the area. More discussion took place with regard to controlled parking. Mr. Bosse is planning on bringing forward a petition article if the Selectmen do not choose to place one on the warrant themselves.

3. **MANIFEST MOTION**

Chairman Bailey moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 12664 - 12737 a/k/a Vouchers 49, 50, 50-1, 51 in the amount of \$238,760.71 (includes 218 direct deposit stubs) and Accounts Payable Check numbers 17728 - 17895 a/k/a Voucher 45, 46, 47 in the amount of \$1,258,178.02. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to HDSD in the amount of \$868,389.32

4. **CONSENT AGENDA**

Chairman Bailey moved to approve the consent agenda for December 26, 2017. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

- Terry Yeaton nomination form for Local River Management Advisory Committee.
- Intent to Cut – Map 2 Lot 2 & 3
- Class VI Road Agreement & Release – Holmes on Drew Road
- Tax Refunds: Map 19 Lot 125 \$457.05
Map 14 Lot 322 \$173.16
Map 14 Lot 91 \$63.27
Map 24 Lot 153 \$277.28
Map 18 Lot 20 \$469.24
Map 24 Lot 100 \$1,008.56
- Veterans Credit Abatement – Gile \$250.00

5. **OTHER BUSINESS**

Museum Elevator – Chairman Bailey said he has been working with Bob Charron of the Historical Society to pull together figures for an elevator or lift for the museum building in order to access the second floor. Chairman Bailey said the unit that would work well in this building would cost approximately \$23,000 plus \$10,000 - \$15,000 in added expenses (electricity and construction). Ms. Buono said this is a town owned building so this project would come out of the Town building/repair/maintenance capital reserve fund when the Selectmen decide to have the project done once they take a look at what other buildings need work this year.

Old Post Office Building – Ms. Buono said the town now owns the old post office building in the center of town on the corner of Bridge Street. Chairman Bailey said the first items he would like to see done is to pull the electric box and remove the propane tanks. Chairman Bailey, Chief Stafford, the Building Inspector and Town Administrator will take a look inside the building to get an idea as to what is in there.

Solar Array – Ms. Buono said the solar array located on the landfill is changing hands and there is paperwork that needs to be signed by Chairman Bailey. The letters have been reviewed by Town Counsel and checked against the original lease and PPA to make sure what is listed on these documents is accurate. Ms. Buono said she had the new owners change a couple of items and they are ready to be signed. Selectman Daley asked if this includes wording about the savings for individuals. Ms. Buono pulled out the original file and said that is something individuals receive directly when they sign up and it's not part of this paperwork. Ms. Buono also stated that she brought up the fact that the project has been going on for over a year and according to the lease, the Town doesn't receive any lease money until it goes online. Ms. Buono said because of that, part of the transfer of ownership includes lease payments for the last year due to the delay. Selectman Daley moved to authorize Chairman Bailey to sign the Land Lease Estoppel Letter, the Notice of Lease and the Estoppel Certificate as presented. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Robert Thomas – Ms. Buono said that over a year ago, Mr. Thomas had come to the Selectmen requesting to obtain a portion of Map 11C Lot 349 which is town owned land in order to square off his lot which is Map 11C Lot 289. Ms. Buono said that even though the Selectmen agreed to it as long as the Conservation Commission were in agreement to it (they were), Mr. Thomas still has not brought forward a survey to close the request. Ms. Buono said that she has been contacted by Mr. Thomas various times over the last year and he is now requesting that the Selectmen sign a letter stating that once he gets the portion of land surveyed that has been discussed, the Selectmen agree to transfer/sell that portion to him. A letter was presented to the Selectmen for their signatures for Mr. Thomas with a copy being placed in property file for Map 11C Lot 349.

Keno Letter from NH Lottery – Ms. Buono said she received a letter from the NH Lottery with regard to placing an article on the 2018 Warrant to allow the game to be played in Hillsborough. The Selectmen all had a copy of the letter but are still holding to their original decision to not place it on unless it is brought forward as a petition article.

Conservation Commission – Ms. Buono said the Conservation Commission had budgeted \$8,000 for survey work which has not been done. She said Terry Yeaton, the Commission Chairman brought forward two contracts with Mellen Surveying for work in which money would need to be encumbered. Half of one contract totaling \$5,500 is being paid this year so the other half (\$2,750) will need to be encumbered as well as the three items on the second contract totaling \$2,000. Chairman Bailey moved to encumber \$4,750 of the Conservation Commission's contracted services line item. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

Woods Woolen Mills – Ms. Buono presented the Selectmen with a quote for the repair and addition of fencing around the Woods Woolen Mills. Ms. Buono mentioned that the Selectmen had approved a previous fencing company in the Spring however, that company has not been responsive to several attempts at getting the work done. Ms. Buono said they have had to look for another company to handle the job. The new pricing for the work came in at \$14,460.76 as a low and \$20,530.40 as a high. Ms. Buono said the range is there due to the time of year and the anticipation of more labor hours needed to do the work. The last pricing that was received was just under \$9,000 but that didn't include tree and brush clearing which is estimated to cost between \$2,300 - \$4,500. The Board discussed whether or not this work needs to be done in the winter or if it could wait until the spring. Ms. Buono will speak with the engineers and CNHRPC who has been assisting with the project.

Bridge Street Sewer Replacement – Ms. Buono said that Peter Mellen forwarded the engineered cost estimate for the sewer replacement project on Bridge Street. The estimated total is \$648,644.56 of which the Sewer Department can pay \$300,000 which would leave just under \$350,000 for the town to

budget for. Ms. Buono said she will adjust the number on the warrant article and within the 2018 budget figures.

6. APPROVAL OF MINUTES

Chairman Bailey moved to approve the minutes of November 28, 2017 as written. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

7. ADJOURNMENT

Selectman Daley moved to adjourn at 8:08 p.m. Motion was seconded by Selectman Fullerton. 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, Chairman

David N. Fullerton, Selectman

Jonathan M. Daley, Selectman