

Board of Selectmen  
Meeting Minutes  
October 31, 2017

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

In Attendance: Michael Pon, Leigh Bosse, John Segedy, Doug Hatfield, Arthur Kaufman, David Roarick, Ethan Vaillancourt, Hudson Lemkau.

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

1. **NONPUBLIC SESSION**

Selectman Bailey moved to go into nonpublic session at 6:03 p.m. under RSA 91A:3II (b) hiring. 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. Police Chief David Roarick, Ethan Vaillancourt.

Chief Roarick introduced Mr. Vaillancourt to the Selectmen with a recommendation to hire him to fill the open fulltime officer position. Chief Roarick explained that Mr. Vaillancourt is a fulltime certified officer with 10 years of experience. A brief discussion took place with regard to Mr. Vaillancourt's experience and qualifications.

Selectman Bailey moved to come out of nonpublic session at 6:10 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.

Chairman Bailey moved to hire Ethan Vaillancourt as a fulltime police officer. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

2. **OPEN SESSION**

Leigh Bosse – Mr. Bosse said that he hopes the Selectmen will hold some money back from the fund balance for the purpose of purchasing property in the downtown area for parking, etc. when and if it becomes available. A brief discussion ensued about capital reserve funds. Selectman Daley said that at Town Meeting, the buildings capital reserve fund was brought up with regard to placing money in and then doing projects that same year and spending money. He said he feels projects that are going to be done that same year should be in the operating budget. Ms. Buono said that by placing the money in the capital reserve funds by using the undesignated fund balance, this helps to keep the tax rate level and allows projects to be ongoing without the money lapsing at the end of the calendar year. The fact that the Selectmen are agents to expend was brought up since it was a topic of discussion at the last Town Meeting. Chairman Bailey said the Selectmen are there 12 months out of the year and have all the information in front of them when they make the decision to do a project or purchase a piece of equipment out of the various capital reserve funds the town has.

John Segedy – Mr. Segedy asked if the Selectmen will be placing a warrant article on for KENO. By consensus, the Selectmen decided not to place an article on the warrant unless it was brought forward as a petition article.

Michael Pon – Mr. Pon asked the Selectmen if they had read the newspaper article he wrote about Jane Pinelles idea about setting up an architectural contest for the two buildings in the center of downtown. Chairman Bailey said these are ideas coming out of Hillsborough Reborn but they haven't brought them forward to the Selectmen. Ms. Buono also mentioned that they haven't sent them forward to the Economic Development Committee either. Selectman Fullerton said any information is welcomed for the Board to consider.

### 3. **TRUSTEES OF TRUST FUNDS**

The Selectmen had invited the Trustees of Trust Funds in to discuss the warrant article that was passed at the 2017 Town Meeting for the purpose of replacing the boat ramp at Manahan Park. Within the article, the funding was to come from the Manahan Trust Fund. Chairman Bailey explained the plan for the boat ramp and the fact that the warrant article was for \$65,000 however the estimate received to have the work done is \$45,000 with a couple of small additional costs. A discussion ensued with regard to the balance in the Manahan Trust Fund. At the end of 2016 there was over \$200,000 in revenue which is the only portion of the fund that can be used on projects. Doug Hatfield said that the Trustees have recently adopted a policy whereas any revenue received that is not spent within three years is automatically added to the principal and went on to say that there is only \$77,000 available in that fund to spend. Mr. Hatfield said the Trustees are ready to contribute to the development of the ramp as long as the money is available. Ms. Buono asked when the policy was adopted and questioned why the Trustees would not have come to discuss this with the Selectmen considering the fact that they knew this warrant article had passed. Mr. Hatfield said the policy was adopted recently. Chairman Bailey said that along with the boat ramp needing replacement, the dock will also need replacing. Mr. Manahan's will which dictates how the trust is to be used was also discussed. Chairman Bailey expressed his frustration that every year, the Trustees seem to give a different explanation as to how the Trust can be used. Arthur Kaufman spoke at length with regard to managing the funds and said that although the Trustees had a list of projects that the Town via the Parks Board want to do at Manahan Park, there were no dollar amounts with the list. Ms. Buono asked why, instead of adopting a policy that prevents the Selectmen from accessing money, they simply didn't ask for figures so that there was enough money available for those projects. John Segedy asked the Trustees when they adopted the policy since it isn't reflected in any of their meeting minutes. Mr. Hatfield said they met earlier that day and adopted the policy because they knew they were coming tonight to discuss it. Since the meeting wasn't posted, the policy was not legally adopted. Leigh Bosse suggested the Trustees delay adopting such a policy for 90 days and let the Selectmen get the figures necessary for the list of items for Manahan Park. Since Mr. Manahan's will specifically states that only the "income" from the trust can be spent, it was asked how the Trustees can change the "income" to "principle" which cannot be spent. Mr. Kaufman said they are protecting the trust for future generations. Mr. Hatfield said they are not trying to deny anyone and said they can waive the policy in an emergency.

### 4. **MANIFEST MOTION**

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 12448 - 12571 a/k/a Vouchers 41, 41A, 42, 42A, 43, 44 in the amount of \$281,353.60 (includes 235 direct deposit stubs) and Accounts Payable Check numbers 17414–17571 a/k/a Voucher 38, 39, 40, 41, 42 in the amount of \$1,200,997.86 (includes manual check in the amount of \$1,200.00). Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

\*\* A/P Checks include payment to HDSD in the amount of \$771,200.75

## **5. CONSENT AGENDA**

Chairman Bailey moved to approve the consent agenda for October 31, 2017. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Solid Waste Disposal Agreement w/Town of Windsor
- State of NH Forest Fire Report/Bill in the amount of \$1,397.54
- Cemetery Deed - DiBuono
- Intent to Cut - Map 5 Lot 32
- Veteran's Exemption – Map 12A Lot 226; Map 19 Lot 26

## **6. OTHER BUSINESS**

Live Streaming of Meetings – Selectman Fullerton said he was approached by the Chairman of the School Board with regard to live streaming meetings. He said the School Board is considering streaming or video recording meetings and posting them online. The cost is \$200/month and the School Board Chairman asked if the Selectmen would like to split the cost. Selectman Daley said the Superintendent had brought this up at one of the Economic Development Committee Meetings as well. Selectman Daley said he researched the company they are considering hiring and he feels it's a lot of money to spend on this. Additionally, the Selectmen would have to meet at the school since it would be set up at that location. Selectman Daley said he feels the recordings of the meetings are enough. Chairman Bailey agreed with Selectman Daley and said he has watched other meetings and they are not very exciting. Selectman Fullerton said he doesn't have an opinion either way. The consensus was that the Board of Selectmen will respectfully decline the offer.

## **7. APPROVAL OF MINUTES**

Chairman Bailey moved to approve the minutes of October 10, 2017 as written. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

## **8. NONPUBLIC SESSION**

Selectman Bailey moved to go into nonpublic session at 7:33 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.

Ms. Buono brought a concern forward to the Selectmen from the Planning Director. The concern was discussed and the Selectmen took the information under advisement.

Selectman Bailey moved to come out of nonpublic session at 7:46 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.

## **9. NONPUBLIC SESSION**

Selectman Bailey moved to go into nonpublic session at 7:47 p.m. under RSA 91A:3II (b) hiring. 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.

Ms. Buono said that Connie Sampson had applied to work at Project Genesis in the evening to be the second assistant on the staff. Ms. Sampson has worked for the SAU for many years and has some very good credentials. After a brief discussion the Selectmen authorized Ms. Buono to hire Ms. Sampson contingent upon the usual background checks.

Selectman Bailey moved to come out of nonpublic session at 7:50 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes; Selectman Daley - yes. Motion passed unanimously.

## **10. ADJOURNMENT**

Chairman Bailey moved to adjourn at 7:50 p.m. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono  
Town Administrator

Approved by:  
Hillsborough Board of Selectmen

Date: \_\_\_\_\_

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James C. Bailey III, Chairman

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David N. Fullerton, Selectman

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Jonathan M. Daley, Selectman