

Board of Selectmen
Meeting Minutes
February 23, 2022

Present: James C. Bailey, Chairman; Meleny Nagy, Selectwoman; Iris Campbell, Selectwoman; Laura Buono, Town Administrator.

In Attendance: Eric and Kathleen Carlton, Benjamin Chadwick, Chrissy Elliot, Michael Merrill Judith Herman, Kathryn Luiz, Steven James, Carollee Hammersley, Jane Panette, Chris and Janet Sieg, Leigh and Joyce Bosse, Riche' Colcombe, Brian Breslend, Richard Tetreault.

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

1. OPEN SESSION

Riche' Colcombe – Ms. Colcombe said that she doesn't believe the overnight parking is being enforced on West Main Street. Chairman Bailey said that is mostly for snowstorms in order for the plows to be able to do their job. This enables the cars to be towed.

2. OTHER BUSINESS

Road Closures – Ms. Buono informed the Board that Ernie Butler has posted the road closures beginning March 1st and will be posting them for that same date moving forward.

Website – Selectwoman Nagy said she would like to come in and meet with someone with regard to the tabs on the website. Ms. Buono said she should probably meet with Mary in the Selectmen's Office and to call her to set up a time and date.

Bill Hutwelker – Ms. Buono said Bill Hutwelker would like a meeting with the Board at a work session to review a mixed use plan he will be bringing before the Planning and Zoning Board. The Selectboard said they are available to meet with him. Ms. Buono will get a date and time which will work for Mr. Hutwelker and forward it to the Board.

Town Reports – Ms. Buono said the Town Reports are in and available at the Town Office and Library and will be at the polls as well. Ms. Buono said Mary Whalen did a great job pulling it together and having it available a week earlier than in the past.

Ray Barker – Ms. Buono informed the Board that there will be a retirement gathering on March 27th in the afternoon at the Legion. Mr. Barker is retiring from the Fire Department and the Association is putting the gathering on. She said more information will be forthcoming but thought it would be nice for the Selectmen to put something together to read that day.

Sidewalk Project – Ms. Buono said she and Robyn Payson will be meeting with Dubois & King to go over the Amendment to Scope of Fee tomorrow via zoom at 1:30 if one of the Selectboard would like to attend and participate. Selectwoman Nagy said would like to participate. Ms. Buono will send her the meeting information.

3. MANIFEST MOTION

Chairman Bailey moved to authorize the Selectmen to sign check numbers 017368 - 017400 a/k/a Vouchers 7 & 8 in the amount of \$185,970.17 (includes 209 direct deposit stubs) and Accounts Payable Check numbers 026709 – 026775 a/k/a Vouchers 9, 10, 11 in the amount of \$155,790.01. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

4. CONSENT AGENDA

Chairman Bailey moved to approve the Consent Agenda for February 23, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

- DRA Form MS-636
- 2022 Town Warrant
- Pole License - Jones Road
- Intent to Cut – Map 12 Lot 48 Preston Street; Map 12 Lot 35 School Street
- Elderly Exemption – Map 14 Lot 496; Map 25 Lot 101

5. APPROVAL OF MINUTES

Chairman Bailey moved to approve the Selectmen's Minutes of February 9, 2022. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

6. PUBLIC HEARING – WEST MAIN STREET SIDEWALK PROJECT

Chairman Bailey opened the public hearing at 6:30 p.m. and introduced the Town's engineers for this project from Dubois & King, Brian Breslend and Richard Tetreault. Chairman Bailey then turned the hearing over to them and asked those in attendance to wait until the end of the presentation to ask questions.

D&K Project Manager Brian Breslend distributed documents to the Board as well as those in attendance. These included preliminary plans, topic agenda, and Opinion of Probable Project Costs. Mr. Breslend discussed the project history as follows:

- Town applied for a grant in 2016 and
- Request for Statements of Qualifications - March 2018
- Engineering Study complete – August 2019
- Preliminary Design (PD) submission – 2020
- NHDOT PD approval – November 2020
- NHDOT PD resubmission – August 2021

Mr. Breslend gave an overview of the project by explaining each of the pages that were handed out to those in attendance. He explained called out page numbers and stationing in order to assist with them to follow along. Mr. Breslend also noted that the project was in line with NHDOT estimates for cost per linear foot of similar sidewalk projects. He said moving forward they anticipate scheduling right-of-way acquisitions and permitting throughout the Spring/Summer/Fall of 2022 and final plans including specifications and estimate in the Fall of 2022 with bidding on the project to take place in the Spring 2023 and Construction in the Fall of that same year.

Questions from the public:

Eric Carlton - Mr. Carlton had a question on catch basin on his side of the road and said he gets water down his driveway already and would like to make sure no more will come down with this project (sheet 21). Mr. Breslend said they will take a look at it but they did try and make sure there is no additional water going into driveways.

Steve Miller – Mr. Miller asked about drainage over his property and asked if they are going to make a clear path to where it drains now. Chairman Bailey said the drainage swail that he is talking about is an issue that involves the State. Mr. Miller said the State said they're only responsible for the pipe and the Town said they're not responsible for anything. He also asked about the grade of the sidewalk in conjunction with the grade of his driveway. This was discussed further in conjunction with the history of the drainage issue and where the responsibility lies. Chairman Bailey said this is not an issue having to do with the sidewalk project.

Judy Herman – Ms. Herman asked about drainage in conjunction to her property (sheet 27) because she currently gets water in her driveway when it rains. Mr. Breslend said they are proposing to put a catch basin right before her driveway so they will be collecting any storm water that goes from the sidewalk/shoulder to the curb. There was also discussion with regard to the flashing beacon for the crosswalk that will be added as well as the streetlights.

Janet Sieg – Mrs. Sieg asked if all the mailboxes are going to be moved from the curb and was told yes.

Joyce Bosse – Mrs. Bosse asked if the flashing lights they referred to for the crosswalk is the like the ones we already have. Mr. Breslend said it could be a varying white/orange color because there are various styles.

Dave Fullerton – Mr. Fullerton said he's concerned about safety with speeding vehicles and asked if they have considered advanced warning signs for the crosswalk at the bottom of the hill. Mr. Breslend said he's not sure a flashing yellow light is appropriate for this concern but perhaps something different can be used if necessary. Chairman Bailey said

there is no sign planned right now but they can take up signage after the project. Mr. Fullerton also asked where the snow is going to go when the sidewalks are plowed considering the State puts the road snow on the sidewalks. Chairman Bailey said that's an issue that the Town deals with now and will continue to deal with.

Ben Chadwick – Mr. Chadwick asked about the crosswalk and whether or not it will be raised. He was told that it will not be raised.

Kathy Carlton – Ms. Carlton asked about the intersection of Dollar General and Tire Warehouse and said she feels it is a dangerous intersection. Chairman Bailey said that isn't part of this sidewalk project but it is something the Town is looking at and gave a brief history of the area when Dollar General was built. He said the State only allows so many mid-block crossings and one was not acceptable there according to the State.

Chris Seig – Mr. Sieg said he's happy to see this project moving forward asked about the rest of the money. He there was told there is additional funding on the warrant this year for the remainder of the work.

Joyce Bosse – Mrs. Bosse asked for a definition for “driveway reconstruction”. Mr. Breslend said every driveway will be the same width, etc. and since they have to make it ADA compliant and there will be 8-12" of subbase and 4" pavement.

Jane Panette – Ms. Panette said they park a trailer to the right of their driveway and wondered if they will still be able to drive over the sidewalk curb to get it out. Mr. Breslend said they can look into whether or not something can be done to the design to enable them to get the trailer in and out.

Jon Segedy – Mr. Segedy asked if the Conservation Commission should renew their driveway permit for another year based on the status of the project. He was told to be safe they should renew it again.

Dave Lewis – Mr. Lewis asked if D&K had received a copy of his letter with regard to water and sewer. Mr. Breslend said yes and said they have addressed all his concerns which will be reflected on the updated set of plans when they come out.

Chairman Bailey closed the public hearing at 7:51 p.m. and thanked Mr. Breslend for his presentation.

7. ADJOURNMENT

Chairman Bailey moved to adjourn at 7:53 p.m. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Selectboard

Date: _____

James C. Bailey III, Chairman

Meleny Nagy, Selectwoman

Iris Campbell, Selectwoman