

**Town of Hillsborough
Board of Selectmen Minutes
May 11, 2022**

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

In Attendance: Tammy McClure, Riche' Colcombe.

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

After the Pledge of Allegiance, Chairman Bailey called for a moment of silence for Officer Rory Bohanan who passed away in the line of duty yesterday. After the moment of silence, Chairman Bailey read the following:

On behalf of the Selectboard, I would like to extend our heartfelt condolences to the family, friends and colleagues of Officer Rory Bohanan. Rory was an integral part of the Hillsborough community and touched many lives. He will be greatly missed by his brothers and sisters in Hillsborough Police Department, as well as all of the employees and elected officials who worked alongside of him. Rest in peace Officer Bo.

1. OPEN SESSION

There was no public comment.

2. TAMMY MCCLURE RE: LIBRARY LAWN

Tammy McClure came to speak with the Board about the lawn at the Library. She said she had been looking into the costs to dig the entire lawn up and replace it with sod in order to even out the ground but that finding companies to give pricing has been a challenge. The care needed for a new lawn with regard to daily watering, etc. was discussed as well as the possibility of an irrigation system being put in. Selectwoman Nagy said she has grass seed she is willing to donate so that something can be done this year. She said the parks department can bring in some soil to fill the unevenness and grass seed can be planted and watered. Chairman Bailey said he can also ask Tracy Thompson who does the school. Ms. McClure said she would request that either way it's going to be done, to at least have it on the list for the next year. Chairman Bailey said they will look into it.

3. OTHER BUSINESS

Summer Market – Ms. Buono said she received a request to allow Cabana Falls Winery to sell and provide taste testing of their wine at the weekly Summer Market in Butler Park. She said they will provide the Town with insurance and be responsible to make sure they are only selling and allowing testing by individuals who are of legal age. The Board discussed the request and felt that along with the carding of patrons and supplying insurance, they would like to make sure that plastic is used for the taste testing in order to eliminate the danger of broken glass in the park. Chairman Bailey moved to approve the retail sales and taste testing with the mentioned restrictions for Cabana Falls Winery on Saturdays from 9:00 a.m. – 1:00 p.m. at the Summer Market in Butler

Park for the period of 5/21/22 – 9/3/22. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

Kemp Park – Ms. Buono said she heard back from NHDES who confirmed that a Shoreland Protection Permit due to the Contoocook River having a 250' protection zone. She said she contacted Scott Bourcier from Gale who is the third-party engineer for the Planning Board after she finding out that the person who handled the boat dock and ramp applications had retired and not hearing back from Peter Mellen. Ms. Buono said she is meeting with Mr. Bourcier tomorrow to discuss the project and to get pricing for the job. She has rescheduled delivery of the gazebo for June 28th but said it can be moved up to an earlier date if we get approval beforehand.

Ms. Buono also presented the Board with a price estimate from Richard Helprin to remove the cedar shingle siding from the Hanson Cottage and side the building using the excess siding from the garage. The proposal totals \$4,250 and she said he was the only person the committee was able to pin down after months of trying and he comes highly recommended by Laurie Jutzi who is on the Parks Committee. She said moving forward with the cider mill building, she will ask our maintenance person to take a look it and let her know if it's something he is comfortable to take on. The Board reviewed the estimate and Chairman Bailey moved to accept the proposal for the work on the Hanson Cottage in the amount of \$4,250. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

Paving Bids – Ms. Buono said the bids for the 2022 paving projects have been received but the Road Agent has been out and they haven't been opened or reviewed yet. Chairman Bailey said the Board can open and review them tonight prior to the Road Agent taking a look at them. Prior to any of the proposals being opened, Ms. Buono said that Pike Industries had contacted her via email around 10:00 the morning of May 6th, the day the bids were due in, and said that he hadn't noticed they were due by noon since they have typically been due by 5p.m. in the past. He asked if he could email it to her since he was 2.5 miles away from Hillsborough. Ms. Buono told him to email it to her and said she would ask the Board if they would approve accepting it. Since the Board had not opened any of the proposals when Ms. Buono asked, they approved including Pikes in with the others.

The bids received were:

Advanced Excavating & Paving - \$135,860. with Sweeping and some shoulder work unknown.

GMI Asphalt - \$132,123.

Pike Industries - \$114,950.

Northeast Paving - \$270,310.

Upon review of the information submitted by the Board, Chairman Baily moved to authorize the Road Agent to decide between Advanced Excavating & Paving, Pike Industries, or GMI stating that Northeast Paving was too high to include in the consideration. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

Budget Transfer – Ms. Buono requested authorization to transfer money from the Highway Department health insurance and wage lines to the Building Maintenance Department. She said the funds which will be transferred will be from a budgeted position in which that person worked in the Highway Dept, T.S. and Building Maintenance but who left earlier in the year. She said that position isn't going to be filled and instead, a full-time maintenance person was hired. The Board approved the request.

Library Sale – Selectwoman Nagy said we should reschedule the sale of items on the 3rd floor of the Library since it had been previously canceled. Ms. Buono said there are still pieces of trim, a couple of sewing machines and some doors available. She asked Selectwoman Nagy if she was available on Saturday, June 4th and it was decided to schedule it for that morning.

Summer Concerts – Ms. Buono said the summer concerts will be starting at the end of June and it was discussed as to whether or not the Selectboard would be available if necessary to close an evening out. This was briefly discussed with regard to whether or not anyone needed to be present when the event ends since the band knows what they need to do to pack up.

June 250th Event – Ms. Buono updated the Board on the cookout and waterski show the Town is sponsoring on June 25th at Manahan. She said she had to apply for a water event permit through NH Dept of Safety and sent that in on May 2nd. Maximizing the use of the parking lot for the event was discussed as well as closing the boat ramp that day until 5 p.m. to avoid any issues with trailer parking for the crew, etc.

Building Permit – Selectwoman Campbell asked Ms. Buono if she would check into whether or not there is a building permit for the grey house right before the bridge on Bridge Street. She said there is some working being done on the building and they are piling demo debris close to the water in the back which could be easily blown into the river.

4. MANIFEST MOTION

Chairman Bailey moved to authorize the Selectmen to sign check numbers 017515 – 017561 a/k/a Vouchers 17, 17A, 18, 19 in the amount of \$280,543.73 (includes 319 direct deposit stubs) and Accounts Payable Check numbers 027051 -027187 a/k/a Vouchers 20, 21 & 22 in the amount of \$338,426.67. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

5. CONSENT AGENDA

Chairman Bailey moved to approve the Consent Agenda for May 11, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

- Settlement Abatements - Map 999 Lot 1 \$68,493.70; Map 11G Lot 307-1 \$28,428.58.
- Welfare Lien Discharges – Map 25 Lot 91; Map 11E Lot 12 (Chairman only)
- Gravel Tax Levy – Map 7 Lot 71 \$453.06
- Intent to Cut – Map 7 Lot 53 Route 31; Map 12 Lot 5 Whitney Rd
- 2021 Equalization Municipal Assessment Data Certificate
- Intent to Excavate – Map 7 Lot 71
- ARPA Consultant Selection Form (Chairman only)
- Veterans' Tax Credit – Map 14 lot 64
- Committee Appointment Forms – Sara Edie; Laurie Jutzi; Cynthia Matthews; Kim Opperman; Samantha Ivanov
- TAN Paperwork \$2,000,000 (only charged interest if we actually use the money)
- Tax Warrant in the amount of \$8,753,146.70
- Letter of Agreement between Town and CNHRPC re: Gateway Zone Development Assistance

6. APPROVAL OF MEETING MINUTES

Chairman Bailey moved to approve the Selectmen's Minutes of April 13, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Chairman Bailey moved to approve the Selectmen's Minutes of April 20, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Chairman Bailey moved to approve the Selectmen's Minutes of April 21, 2022. Motion was seconded by Selectwoman Nagy. A vote was taken. Motion passed unanimously.

7. LONG TERM PROJECTS

Woods Woolen Mill – Ms. Buono said she has given each of the board members a copy of the EPA Fact Sheet. She said EPA has mobilized to the site and done outreach by distributing the fact sheet to homes along High Street behind the site along with the river side of route 149 to those directly across the river from the site. It was also placed on our website and posted to social media. Ms. Buono also said that the application for \$20,000 through UConn has approved and they will be taking a look at the site and will present us with a couple of thoughts as to uses for the property once the cleanup has been finished.

8. ADJOURNMENT

Chairman Bailey moved to adjourn at 7:20 p.m. Motion was seconded by Selectwoman Campbell. 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