

Board of Selectmen  
Meeting Minutes  
February 26, 2019

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

In Attendance: Brianna Ducharme, Randy Allen, Leigh Bosse, Michael Pon

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

**1. NONPUBLIC SESSION**

Chairman Bailey moved to go into nonpublic session at 6:00 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 Fullerton, Selectman Daley, Town Administrator Laura Buono, Brianna Ducharme.

Ms. Buono introduced Ms. Ducharme to the Selectmen and recommended her hiring as Program Assistant for the Youth Services Department. The Selectmen reviewed Ms. Ducharme's qualifications in conjunction with the job requirements with her.

Chairman Bailey moved to come out of nonpublic session at 6:07 p.m. Motion was seconded by Selectman Daley. A roll call vote was taken. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes; Selectman Daley - yes. Motion passed unanimously.

Chairman Bailey moved to hire Brianna Ducharme as Program Assistant for the Youth Services Department. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

**2. OPEN SESSION**

Randy Allen – Mr. Allen is the President of the Franklin Pierce Lake Association and came before the Selectmen to ask them to reconsider the Association's request to have a live band on Manahan Beach on Saturday, July 6<sup>th</sup> from 3 – 7 p.m. for the purpose of celebrating their 10-year anniversary. Mr. Allen reviewed what the Lake Association does and handed out printed material outlining the Association's Mission. Mr. Allen said that Ms. Buono said the area is used for town events only (such as the beach party). Chairman Bailey said the summer program kicks off with a beach party and they use a DJ as part of it however, the Town has no provisions to rent that space as was previously noted and said the pavilion was built for that purpose. He said that boats cannot come closer than 150' and the beach is open to the public during the hours the Association wants to hold the event. Chairman Bailey said that is the reason the Selectmen made the decision previously to deny the request.

Selectman Daley said he is concerned about the lifeguard stand if the lifeguards need to get in there when the band is set up on the cement pad. He feels the building will be blocked and will not be accessible and since that is where the phone is located as well as other items, it is a concern. Ms. Buono voiced her concern as being the other patrons who will be on the beach at that time. Families

will be down there and the sound level of the band may be too much for those sitting on the beach especially if they want it to be loud enough so that folks on boats can hear it as well. Folks who are enjoying the beach are not necessarily choosing to listen to the band which may be a nuisance to them and the fact that is basically a holiday weekend, may not be met positively. Selectman Fullerton said he likes the idea because he likes people coming into Hillsborough and feels that this is a way to get people to visit businesses. Leigh Bosse suggested it be billed as a Town function and advertised so that people will know it is happening and if they don't want to be there at the time, they won't come. This was discussed further. The Selectmen informed Mr. Allen that if this is approved, the Association will be responsible to keep the boats back. The Selectmen asked Ms. Buono to touch base with the waterfront supervisor and get her opinion with regard to the lifeguards. The Selectmen will take this up at a future meeting.

### 3. **MANIFEST MOTION**

Chairman Bailey moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 14369 - 14424 a/k/a Vouchers 8 & 9 in the amount of \$184,705.20 (includes 129 direct deposit stubs) and Accounts Payable Check numbers 20455– 20510 a/k/a Voucher 10 in the amount of \$275,851.64. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

### 4. **CONSENT AGENDA**

Chairman Bailey moved to approve the Consent Agenda for February 26, 2019. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

- Elderly Exemption – Map 12 Lot 338
- DTC Representation Agreement Hingston vs Town of Hillsborough (ZBA appeal)

### 5. **APPROVAL OF MEETING MINUTES**

Selectman Daley moved to approve the minutes of February 12, 2019 as written. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed with Chairman Bailey's abstention.

Chairman Bailey moved to approve the minutes of February 14, 2019 as written. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

### 6. **OTHER BUSINESS**

*Warrant Article Assignment* – In preparation for Town Meeting, the Selectmen reviewed the warrant and were each assigned various articles to move as they are read. Ms. Buono said there will be an amendment needed for Article 11 having to do with the purchase of a loader. She said Bill Goss has been receiving updated numbers and it is coming in slightly lower. Once the article is moved, Selectman Daley will bring forward the amendment. Ms. Buono said she will have it all written up for him to read from.

*Plan NH* – Ms. Buono presented the Selectmen with a Memorandum of Understanding (MOU) from Plan NH for the Charrette scheduled to be held in May. The MOU outlined the timeline as well as the events to take place and outlines the responsibilities of both Plan NH and the Town of Hillsborough. The Board reviewed the MOU. Selectman Daley moved to authorize Chairman Bailey to sign the MOU as presented. Motion was seconded by Chairman Bailey. A vote was taken. Motion passed unanimously.

Historic District Commission – Ms. Buono asked Chairman Bailey if the Commission is working on the rules and procedures that they are required to have in place. Chairman Bailey said he needs to meet with both Ms. Buono and the Planning Director to discuss a couple of items that the Commission asked him to pass on.

Sewer Feasibility Study – Selectman Daley said that within the Master Plan they have listed the Sewer Department as being responsible for planning with regard to additional service areas. With that in mind, the Sewer Commission discussed a feasibility study to bring additional service and proposed that they would like to split the cost of it with the Town. Selectman Daley asked the Board if they feel the budget should be amended to include an additional \$10,000 for this purpose. Ms. Buono brought up that the Economic Development Committee has been discussing the study with the sewer commission representative present and it was always discussed as an EDC funded project through the operating budget. She said that since the project this year is the Charrette, money was not included for the study. It was suggested that instead of amending the budget this year, the Town should take the lead in 2020 and budget money at that time. Selectman Daley said that the general perception is that bringing service to Penstock Hill will be very expensive. This was briefly discussed along with an idea of possibly having a future Tax Increment Finance (TIF) District in that area. Sewer capacity was also briefly discussed and it was pointed out that leaks are being fixed which is resulting in an increased capacity. The decision was to hold off for a year as far as funding a feasibility study is concerned.

Light Equipment Operator Position – Ms. Buono said that they have a light equipment operator position that has recently been vacated and she wanted to verify with the Selectmen that they are interested in having it filled. The position works on the parks/fields from April – October and then for the Highway Department the remainder of the time. The Board was in agreement that the position should remain the same and filled.

## **7. ACTION ITEMS**

Woods Woolen Mills – Ms. Buono said that she has asked Robyn Payson to continue to look into the possibility of available funding to help with the removal of the buildings on the site. The MOU with the State of NH may need to be renewed this year as well.

Welcome to Hillsborough Sign – Selectman Fullerton asked to have the Welcome sign coming from Antrim placed on the Action Item list since it needs to either be replaced or painted. Chairman Bailey said those signs were originally a Chamber project. Ms. Buono will check with the individual who has done some sign work for the Town and get an opinion as to whether she can repaint it or not.

## **8. ADJOURNMENT**

Chairman Bailey moved to adjourn at 7:06 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: \_\_\_\_\_

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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