

**Board of Selectmen  
Meeting Minutes  
May 24, 2023**

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

Absent: Selectman Richard Pelletier

In Attendance: Edward Timpson, Gregory LeBlanc.

Pledge of allegiance was recited.

Meeting opened at 6:00 pm

**1. OPEN SESSION**

*Scenic Roads:* Edward Timpson said he is working at a property that is located on a scenic road, the property owner wants some trees removed along the road. Ms. Buono explained to Mr. Timpson that permission to cut those trees would need to come from the Planning Board unless it's an emergency situation, then it would be the Board of Selectmen and suggested to him to call the Planning Director and explain the situation. She said the Planning Director will determine if it needs to go before the Planning Board.

**2. MINUTES**

Chairman Bailey made a motion to approve work session meeting minutes dated May 16, 2023. Selectwoman Campbell seconded the motion, the motion passed.

Chairman Bailey made a motion to approve meeting minutes dated May 10, 2023. Selectwoman Campbell seconded the motion, the motion passed.

**3. MANIFEST**

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 18439 – 18465 a/k/a Vouchers 20 & 21 in the amount of \$207,022.72 (includes 221 direct deposit stubs) and Accounts Payable Check numbers 029446-029508 a/k/a Voucher 17 in the amount of \$247,052.28. Selectwoman Campbell seconded the motion, the motion passed.

**4. CONSENT AGENDA**

Chairman Bailey made a motion to approve the Consent Agenda for May 24, 2023. Selectwoman Campbell seconded the motion, the motion passed.

- Property Tax Warrant – First issue in the amount \$8,089,974.00
- Cemetery Deed – Munsey (Hillsborough Center-Ashes Garden Cemetery)
- Yield Tax Levy – Map 5 Lot 85 \$565.51
- Intent to Cut – Map 11 Lots 50-5 & 50-6 Beard Road: Map 8 Lots 100 & 121 Beard Brook

- 2024-2029 Capital Improvements Program Update

## **5. EAGLE SCOUT PROJECT**

Gregory LeBlanc, a member of the local Boy Scout troop, is requesting permission in conjunction with the High School, to develop a small unused plot of town owned land (.04 acres) behind the High School into an outdoor classroom with some benches for his Eagle Scout project. Mr. LeBlanc will email the Town Administrator an example of a layout of the classroom.

Chairman Bailey made a motion to grant Gregory LeBlanc for an eagle scout project the use of .04 acres town property adjacent to the school for an outdoor classroom. Selectwoman Campbell seconded the motion, the motion passed.

## **6. RESOURCE OFFICER**

Ms. Buono presented the Board with a letter addressed to the School Board requesting reimbursement for the School Resource Officer for the school year 2022/2023. Chairman Bailey and Selectwoman Campbell signed the letter and Ms. Buono will forward it to the Superintendent.

## **7. LIBRARY TRUSTEE - ALTERNATE**

Upon request of the Library Trustees, Chairman Bailey made a motion to appoint Riche' Colcombe and Heidi Doyle as alternate members for the Library Trustees until March 2024. Selectwoman Campbell seconded the motion, the motion passed.

## **8. OHRV ENFORCEMENT GRANT**

The Police Department applied for an enforcement grant in the amount of \$2,520 and has been awarded the grant. The Selectmen need to provide authorization for the Police Chief to process the paperwork for the grant.

Chairman Bailey made a motion authorizing Police Chief, Chris Parsons to complete and sign the necessary paperwork required by Fish & Game OHRV Enforcement Grant. Selectwoman Campbell seconded the motion, the motion passed.

## **9. COMMUNITY DEVELOPMENT BLOCK GRANT**

Before the Board is paperwork from CDBG for the Chairman to sign. This is in relation to the upcoming development for workforce housing, but first, the paperwork needs to go to the town's attorney.

Selectwoman Campbell made a motion to authorize the Selectboard Chairman to sign CDBG agreement for Hillsborough Heights once the attorney reviews it. Chairman Bailey seconded the motion, the motion passed.

## **10. TRAILERS – TRANSFER STATION**

Pricing was obtained for two new trailers at the Transfer Station.

- \$235,746.56 for two trailers, no tarps, delivery not included.
- \$244,284.00 for two trailers with tarps (1 tarp costs \$3,500), delivery included.

Chairman Bailey made a motion to accept the bid for new trailers in the amount of \$244,284.00 from Luckies Trailer Service. Selectwoman Campbell seconded the motion, the motion passed.

#### **11. SCALE HOUSE – TRANSFER STATION**

There has been talk for a few years about rebuilding the scale house. A cost was obtained in the past for about \$12,000 which was thought to be a little high. Recently, another cost was obtained in the amount of \$8,100, this does not include the wiring of the scale and calibration.

Chairman Bailey made a motion to award Adam Vondette for the building of a new scale house at the Transfer Station in the amount of \$8,100. Selectwoman Campbell seconded the motion, the motion passed.

#### **12. 2 BRIDGE STREET**

One bid was received by Angelo Trodella, the question is would the Board like to accept the bid contingent upon negotiating the terms of the sale along with a construction timeline. Mr. Trodella has applied for a Community Development Block Grant as well as applying for RSA 79-E for 8 Bridge St. which is next door to 2 Bridge Street, he would like to include 2 Bridge Street as well.

Chairman Bailey made a motion to award Trodella, LLC the bid for 2 Bridge Street contingent upon agreeable negotiation of terms. Selectwoman Campbell seconded the motion, the motion passed.

#### **13. KEMP PARK**

The boundaries at Kemp Park have been staked out for future reference.

#### **14. WEST MAIN PAVING**

Continental Paving contacted the town and asked if the town would like them to pave the parking areas on W. Main St. up to Butler Park when they pave the main road, the cost would be about \$2,100. The Town Administrator has contacted the State District regarding the swales that were left unpaved on W. Main, to date she has not heard back, she will try again. The Board asked Ms. Buono to check if School Street will be paved from curb to curb. The Board agreed to allow Continental Paving to pave the indicated parking on W. Main St.

#### **15. NONPUBLIC SESSION**

Chairman Bailey moved to go into nonpublic session at 6:55 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectwoman Campbell. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell -yes. Motion passed unanimously.

Ms. Buono discussed a hardship request from a resident. The Board authorized Ms. Buono to work with this individual to assist with the issue.

Chairman Bailey moved to come out of nonpublic session at 7:13 p.m. Motion was seconded by Selectwoman Campbell. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell -yes. Motion passed unanimously.

A motion was made and seconded to adjourn at 7:13 pm.

A true record

Mary Whalen  
Recording Secretary

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

Approved by:  
Hillsborough Selectboard

\_\_\_\_\_  
James C. Bailey, III, Chairman

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Iris Campbell, Selectwoman

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Richard Pelletier, Selectman