

**Board of Selectmen
Meeting Minutes
August 9, 2023**

Present: James Bailey – Chairman, Iris Campbell – Selectwoman, Richard Pelletier - Selectman and Laura Buono, Town Administrator.

In Attendance: Riche' Colcombe, Linda Ravgiala, Ernie Butler, Leigh Bosse.

Pledge of allegiance was recited.

Meeting opened at 6:00 pm

1. OPEN SESSION

Leigh Bosse – Mr. Bosse again brought up wanting the turn lane on Main Street to be taken out so that angled in parking can return to downtown. He said he still believes that if pressure is placed on NHDOT, they will pay for the engineering study that they previously said would be a responsibility of the Town in order for them to consider approving the lane removal. Mr. Bosse feels that no work would need to be done on reducing the size of the current sidewalks to make space for the angled in parking because he feels by taking out the turn lane, there would be enough room. This was briefly discussed with varied opinions. Mr. Bosse said he would like the elected representatives to rally together for Hillsborough to put the pressure on NHDOT so that it can be done now before they paint the new lines.

2. LINDA RAVGIALA RE: 44 OLD HENNIKER ROAD

Ms. Ravgiala met with the Board to discuss the water issues on her property which have happened three times over the last year, with the most recent rainstorms being the worst. She said that she has had to replace her furnace twice (she has a tri-level home) due to flooding and had actually evacuated the property after the last storms since the water was so high that electrical services had to be pulled. Ms. Ravgiala has been in contact with the State due to the overpass that runs nearby about the water coming down off the road, and they stated to her that it's the Town's issue saying that the Town's culvert, which has been in place since the 1990's, is too small. After further discussion which included information brought forward by Ernie Butler, Road Agent who had spoken to Mr. Livingston who had owned Ms. Ravgiala's property for decades and still lives on the abutting property, flooding of that magnitude did not exist until the overpass was put in. There was always a swamp out back but the amount of water that now comes off the overpass impacts that area. The fact that the State has again taken a situation and informed a resident that the Town is the responsible party was also discussed. Mr. Butler said he knows the State did work on the bypass in that area a few years ago, which seemed to cause some issues. Ms. Ravgiala stated that she found out that four years ago, the State changed their pipe out to a larger pipe to allow more water to pass from the other side of the bypass. It was discussed that the State should have had a plan in place as to where the water was going to go prior to changing the pipe size and that is more than likely the root cause of these issues. Mr. Butler said if we were to change our pipe which has been in place for over 30 years, and which works just fine, to a larger pipe, all that will do is move the problem down the road and wash out the road below. He said that if what Ms. Ravgiala says

is true about the State increasing the flow from their project, is the reason this issue exists today. A proper plan should have been in place as to where the water was going to go. The Board asked Ms. Ravgiala to forward flooding photos to them and the State will be contacted in an effort to get some results and to try and rectify the situation.

3. APPROVAL OF MINUTES

Chairman Bailey made a motion to approve meeting minutes dated July 26, 2023. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

4. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 18676 – 18741 a/k/a Vouchers 31 & 32 in the amount of \$217,492.34 (includes 215 direct deposit stubs) and Accounts Payable Check numbers 029938 – 030031 a/k/a Voucher 25 in the amount of \$1,312,379.95. Motion was seconded by Selectman Pelletier. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to HDSD in the amount of \$1,033,197.75

5. CONSENT AGENDA

Chairman Bailey made a motion to approve the Consent Agenda for August 9, 2023. Motion was seconded by Selectman Pelletier. A vote was taken. Motion passed unanimously.

- Intent to Excavate – Map 7 Lot 196 2nd NH Turnpike
- Cemetery Deed – Gould (Harvey Memorial Cemetery)
- Abatement – Mobile home Map 12 Lot 67-21 (Hutchinson) \$15,036
- CDBG Documents – Request for Release of Funds (Hillsborough Heights); Authorization to submit claims (Hillsborough Heights); Loan Agreement (Hillsborough Heights)
- Yield Taxes Assessed:
 1. Map 11K Lot 61 \$775.17
 2. Map 11F Lot 39 \$429.64
 3. Map 7 Lot 174 \$1,372.48
 4. Map 7 Lot 53 \$4,120.20
 5. Map 27 Lot 1 \$760.91
 6. Map 7 Lot 9 \$1,241.73
 7. Map 8 Lot 12 \$3,803.13

6. BOARD BUSINESS

Town Website – Selectman Pelletier, ex-officio on the Economic Development Committee, said at the last meeting, a couple of members were complaining about their inability to satisfactorily negotiate our website in order to get to an area they were looking for. He said they feel there are too many clicks to see an agenda for example, and that some items could be better classified on the site. The Board had a lengthy discussion on the history of the website along with its function. The Board decided to pull together a small focus group and have them weigh in on how they feel the site is to navigate. Chairman Bailey stated that the website seems to be something that various people have different ideas as to how it should look and work and some have come in and changes

have been made based on those ideas. He said the information is there, and he noted that he's not a computer wizard but he finds things without problems. Ms. Buono said that changes have been implemented over time based on comments or suggestions from members of the public and noted that this year the site was enhanced with ADA components and is now ADA compliant. She said there is also a new feature which they are working on going live which will enable folks to report issues through the website and which will go directly to the department which is responsible and able to rectify the situation. Staff training is the next step before rolling it out.

Community Power Committee – Ms. Buono said there are two more residents who would like to be appointed to the Community Power Committee and they are Emily Wrubel and Augie Ros. She said Mr. Ros has a background in electricity and Ms. Wrubel is a retired teacher and is currently active on the Hillsborough Hub Newsletter and has been involved in the community on various levels over the years. Chairman Bailey moved to appoint Emily Wrubel and Augie Ros as the last two members of the Community Power Committee. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Tax Billing/Assessing Software – Selectman Pelletier said he researched the Tax Collector's request to bring back the old software program for the Assessing Department (BMSI) by speaking with various employees who use the new software and began explaining his take aways from speaking with staff. Ms. Buono said that the Tax Collector came into her office prior to the meeting tonight and withdrew her request to go back to the old software. She said the change of heart is due to the fact that BMSI has recently been sold and they are moving their assessing/property tax system to the cloud which has caused some issues with the payroll system they moved earlier in the year. Ms. Buono said the Tax Collector feels it's better to stay and work out what we currently have than to go through another change. The Board was more than happy to put this concern to rest and not make any further changes.

Dog Ordinance – Ms. Buono handed out draft copies of the updated ordinance on dogs and animals running at large. She asked the Board to take a look at it, and she will also ask Chief Parson's to take a look at it, so that it can be finalized and prepared for a public hearing.

Possible Zoning Violation Concerns – Chairman Bailey said he is concerned about one of the area car dealerships and another business on Main Street for doing things to their property/businesses that have not been approved by the Planning Board. He stated that he doesn't object to what they have done, but they need to get approval of the additional items that are outside of the site plan approval. Ms. Buono said she would check again on these with the Planning Director but, she and Ms. Payson had previously reviewed the notices of decision for these two sites and based on those, nothing has been done to violate the approvals.

Next Meeting – Since both Chairman Baily and Selectwoman Campbell will not be able to attend the next meeting, it was decided that the meeting will be canceled versus rescheduled and if something comes up which necessitates a meeting, one will be scheduled. For now the next Board meeting will be on September 13, 2023.

Committee Resignation - Selectman Pelletier brought up that the Board had received a resignation letter from Jon Daley who resigned from the Energy Committee. He wanted to make sure the letter was acknowledged.

Sawyer Bridge – Chairman Bailey asked why Sawyer Bridge is closed. Ms. Buono said that due to the most recent storm, there appears to be a large crack on both sides of the bridge that were not

there previously, and there is also a brick missing on one side. She said out of caution, it has closed off until it can be further assessed by a professional.

Property Maintenance Code – Selectman Bailey asked if a letter had been sent to the Planning Director from the Chamber of Commerce with regard to the property maintenance code enforcement in the downtown area. Ms. Buono said that Robyn is on vacation, so she is unaware if she received a letter however, one was sent to the Code Enforcement Officer from the Chamber requesting that he enforce the code on a couple of properties but not on other properties which are being worked on. Ms. Buono explained that the Code was put into place as a compliance tool for absentee landlords that we were dealing with at that time and it was stated when it was adopted that it wasn't going to be used to monitor minor "infractions" since we don't have the labor hours for such things but if complaints come in on properties, they will be enforced. Ms. Buono said she has asked the Parks Department to clean up the sidewalks and around the trees downtown as well since that is part of the downtown maintenance that should be done regularly.

Yard Sale Items – Selectman Pelletier said there is a couch on Church Street that has been there for a week with a "free" sign on it and asked if the Code Enforcement Officer could go by and take a look. It was also suggested that the Yard Sale Ordinance should be adjusted to address "free" items.

7. NONPUBLIC SESSION

Chairman Bailey moved to go into nonpublic session at 7:56 p.m. under RSA 91A:3II (b) hiring. Motion was seconded by Selectwoman Campbell. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell -yes; Selectman Pelletier – yes. Motion passed unanimously.

In Attendance: James Bailey, Chairman, Iris Campbell, Selectwoman, Richard Pelletier, Selectman, Laura Buono, Town Administrator.

Ms. Buono brought forward a salary recommendation for Angie Poluchov as she takes over as Transfer Station Manager. The Board felt the salary was reasonable.

Chairman Bailey moved to come out of nonpublic session at 8:15 p.m. Motion was seconded by Selectman Pelletier. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell - yes; Selectman Pelletier – yes. Motion passed unanimously.

8. ADJOURNMENT

Chairman Bailey moved to adjourn at 8:40 p.m. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

A true record

Laura Buono
Town Administrator

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman