

Town of Hillsborough P.O. Box 7, 27 School Street, Hillsborough, NH 03244
Phone: (603) 464-3877 Fax: (603) 464-4270



Board of Selectmen Minutes 05/08/2012

Board of Selectmen
Meeting Minutes

May 8, 2012

Present: Selectmen Russell Galpin, Steven Venezia and David Fullerton, Town Administrator John Stetser, Leigh Bosse, Lou Ann Rousseau, Highway Foreman William Goss, Building Inspector Kelly Dearborn-Luce, Alan Urquhart and Selectmen's Secretary Iris Campbell

Mr. Galpin called the meeting to order at 6:00 p.m.

Mr. Galpin asked if anyone wanted to speak during the scheduled open session.

Mr. Venezia said he was made aware that WMUR, Channel 9, had contacted several people about the meeting tonight and the possible presence of Attorney Emily Rice. I don't know if it was Mr. Galpin who contacted them.

Mr. Galpin said it wasn't. He said they contacted him.

Mr. Venezia asked if anyone knew how they found out about it.

Mr. Galpin said he didn't know how they heard about it. He said a reporter from the Concord Monitor has been aware of it for a couple of weeks.

Mr. Venezia said everyone needs to be reminded that this is a confidential investigation. We need to wait until we receive the written report and make a decision before we say anything.

Mr. Galpin said when they contacted him, he told them the Board is supposed to be receiving a preliminary report from the investigator, it is strictly private and it has nothing to do with the public. Once we receive the report it will go to the Town's Attorney. We will then confer with him and say absolutely nothing until he gives us advice about what we can and cannot say. He also told them that it is his opinion that this issue will eventually have to be public, but only after we receive clearance from our attorney. Until then he is not going to comment on the matter.

Mr. Venezia asked if he had made sure it was clear that this was his opinion and not the Board's on this issue being made public.

Mr. Galpin assured him that this was what he said, in his opinion it should be made public.

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Mr. Venezia said **someone brought to his attention** that someone over heard a town employee at Ming Du, speaking to a third party, saying specifically that you, Mr. Galpin, were coaching them through their interview process with Attorney Rice.

Mr. Galpin said he never coached anybody about any thing. Attorney Rice interviewed me for approximately one hour and since then I have never talked with any employee about it nor have I have they talked to me. I have never spoken to Attorney Rice until I called her a week ago Monday to find out when the report would be available.

Mr. Venezia said he was just trying to get to the bottom of **the issue**.

Mr. Fullerton said any newspaper who comes to him for a comment he will be referring to the chairman.

Mr. Venezia said there was one more thing, which was reported to him, that Mr. Galpin had spoken to Mrs. Brien-Baker about the possibility of her working for the town part-time when her two weeks were up.

Mr. Galpin said yes he had.

Mr. Venezia asked if he was talking to her as an individual because he feels this should be a Board decision.

Mr. Galpin said he didn't say they would hire her. I was only asking her if she would be interested in working for us and she said yes, but the final decision would be up to the Board.

Mr. Venezia said if neither Dave nor I were interested in doing this then it becomes awkward if the employee has already been asked. He feels the Board needs to discuss this type of employment matter first.

He said the Board will not be speaking to any of the applicants before we talk as a group.

Mr. Galpin said in his opinion there will be an interview committee, who will give us two or three people to consider. The Board would then discuss it.

He said he knew, when he spoke to Mrs. Brien-Baker, he was stepping into sensitive territory, but when the Board has a discussion it is in public. When he spoke to her it was in private so she could feel comfortable saying no without any repercussions. He will not do anything like that again if that is how the Board feels.

Mr. Venezia said that is how he feels.

Mr. Fullerton wasn't sure how the interview process will be done. He knows, when Mr. Venezia was appointed, the Board received resumes, reviewed them and made the appointment. He heard a rumor that only one person would be presented to the Board, which has been done before. He thinks the committee method which was used when Mr. Stetser was hired would be a good idea.

Mr. Galpin agreed that was the only way to do it.

Mr. Fullerton asked about an exit interview with Mrs. Brien-Baker.

Mr. Galpin said we could do that but he thinks the Board already knows why she is leaving. I don't know if the interview would be public or non-public.

Mr. Fullerton thought it would fall under the RSA on non-public.

Mr. Galpin asked Mr. Stetser to look into the matter.

6:05 p.m. Virginia Burton entered the meeting at this time.

6:10 p.m. Building Inspector Kelly Dearborn-Luce told the Board that the Kemp house has been removed and asked the Board to consider purchasing a gift certificate for Raymond Daniels, as he demolished the house for no charge to the town.

Mr. Goss said he saved the town a lot of money.

Mr. Galpin made a motion to purchase a gift certificate to a restaurant for Mr. and Mrs. Daniels and to include a letter of appreciation. Mr. Venezia seconded the motion. The Board voted all in favor.

Mrs. Dearborn-Luce said the Cider House is very unsafe and she will be working with Chief Stafford to attempt to keep the public out of it.

Mrs. Dearborn-Luce said the town now owns 111 W. Main Street. She is beginning the process for removing it.

Mr. Galpin asked her to hold off on that for the moment, as there is someone interested in purchasing the property.

6:17 p.m. Mr. Urquhart asked if any how much the sexual harassment case has cost the town so far.

Mr. Galpin said no bills have been received, however, the estimate the Board received at the start of the investigation was \$20,000.

6:20 p.m. Highway Foreman William Goss came in to discuss with the Board the recent bids for this year's road paving projects. Mr. Stetser and Mr. Goss have reviewed the bids and found several which were incomplete. After this review he was recommending accepting the bid of \$166,869 from Advance Excavating & Paving. He said it is \$16,869 over the \$150,000 approved at town meeting, but he can pay for the difference out of his line item paving budget.

Mr. Venezia made a motion to accept the bid of \$166,869 from Advance Excavating & Paving. Mr. Galpin seconded the motion. The Board voted all in favor.

Mr. Fullerton said Woanda Gould had been in to see the Planning Board regarding the need for public hearings for approval of the Town's gravel pit and police shooting range. He said the Planning Board said the Town needs to correct this issue.

Mr. Stetser said the town has two legal opinions on these two issues, which state corrective hearings are not needed. He will give Mr. Fullerton copies.

Mr. Galpin said he has visited the shooting range. Mr. Gould is notified whenever the police plan of using their range. He believes some of the noise complaint has to do with shooting being done at Morse's Sporting Goods. He added shooting doesn't create smoke but it does create a smell.

Mr. Urquhart complained about shooting in his area on sundays.

Mr. Galpin said they are legal by law.

Mr. Urquhart asked about proposing an ordinance to address this issue.

Mr. Galpin said he could do that.

6:35 p.m. Iris Campbell said a Section 125 - Health and Dependant Care Flex plan had been created in compliance per the union contract with the town employees. She gave the Board a brief overview of how the plan works and asked if they were going to allow other employees to enroll.

Mr. Galpin made a motion to all allow all full-time and permanent part-time employees to enroll in the Section 125 - Health and Dependent Care Flex Plans. Mr. Venezia seconded the motion. The Board voted all in favor.

Mr. Galpin asked where we were on advertising for the renovations to the second floor of the town office building.

Mrs. Campbell said she had emailed the Board a copy of the project specifications, she had created with Mrs. Dearborn-Luce, for their review.

Mr. Stetser said the town had budgeted money to replace the roof at 63 W. Main Street. He said the roof has been repaired and is estimated to last several more years. Peter Brigham had asked if the money could be spent to install a fire escape.

Mr. Galpin said since the amount was not budgeted by way of a warrant article it could probably be used for that purpose.

Mr. Venezia said we should make sure it is needed.

Mr. Galpin said the upstairs could be used for storage.

Mrs. Campbell asked if the Board could give her guidance regarding the renovations to the second floor.

Mr. Venezia made a motion to place an advertisement for the renovations to the second floor at 27 School Street. Mr. Fullerton seconded the motion. The Board voted all in favor.

Mr. Venezia asked about the training session regarding Work Place Harassment, scheduled at the police station for July 11 at 10:00 a.m. and 1:00 p.m.

Mr. Galpin said all the department heads should attend.

Mr. Stetser could write a letter to the department heads.

After a short discussion Mr. Galpin made a motion to have Mr. Stetser notify department heads that all employees will attend the training unless they have a valid excuse. Mr. Fullerton seconded the motion. The Board voted all in favor.

Mr. Fullerton said he has found the oldest citizen in Hillsborough for the presentation of the Boston Post Cane. He said Guy Kimball, who resides at Hillsboro House, will be 100 in August.

Mr. Galpin said he would like to have a case designed for the cane and to house it at the Historical Museum with a plaque to indicate the recipients. He said a certificate could be designed to give directly to the recipient.

The Board signed the following items:

Mr. Venezia made a motion to duly authorize Mr. Galpin to sign the paper work necessary to establish the Section 125 - Health and Dependent Care Flex Plan. Mr. Fullerton seconded the motion. The Board voted all in favor.

- a. Selectmen's Meeting Minutes - 04/24/12 & 05/05/12
- b. Expense Voucher - #10 - Mr. Galpin commented there was a large amount of money spent on police training in this voucher.
- c. Payroll Voucher - #18 & #19
- d. 2012 1st Issue Property Tax Warrant - 2 copies
- e. 2011 Abatements - Approved - 7
Denied - 1
- f. Appointment to Conservation Commission - Rachel Hawkinson
- g. 911 Data Release Agreement
- h. LGC Billing Directly for COBRA and Retirees
- i. Corrected Cemetery Deed - Macukewicz
- j. Plodzik & Sanderson Engagement Letter - Mr. Galpin said he had spoken to the auditors regarding payments being processed and sent prior to obtaining the Board's approval and they will note it in their report.
- k. Voluntary Change of Address
- l. Excavation Warrant

Mr. Stetser said he is trying to schedule a meeting between the Trustee of Trust Funds, Park Board and the Selectmen for Tuesday, May 29 at 5:00 p.m. He asked the Board if they were agreeable.

The Board said that was fine and agreed to begin their May 29 meeting at 5:00 p.m.

The Board reviewed and acted on the following correspondence and new business:

- a. A letter from NHDRA RE: Town Meeting Articles 7, 8 and 19 - Mr. Stetser said their concerns regarding Articles 7 and 8 have already been addressed by the special town meeting held in April. He said the money appropriated by Article 19 should be expended by the end of the year.

- b. A letter from NHDRA RE: Town's sales-assessment of a weighted mean ratio.
- c. A letter from Attorney Michael Donovan RE: Town of Deering Recreation Services - After a brief discussion Mr. Venezia made a motion to have Mr. Stetser write a letter to Attorney Laura Spector-Morgan stating that the Board will be handling this issue and to please contact them directly. Mr. Fullerton seconded the motion. The Board voted all in favor.
- d. A copy of a letter from Planning Board Chair Herman Wiegelman to ELVD Commission Chairman Robert Hutchinson RE: ELVD Planning Board
- e. A letter from NHDOT RE: Street Lighting - Mr. Galpin said he has an issue the town paying for street lights which appear to be lighting an individual driveway.
- f. A letter of Resignation - Wendy Brien-Baker

Mr. Galpin reviewed with the Board the results of a meeting with NHDOT, representatives of Dollar General and the town regarding the widening of Municipal Drive. He said the fence on the west side can be moved within eight to ten inches from the property line, this will gain about two feet because we want to keep the left and right turn exit lanes. He said in the future we may need to install an emergency light in the future.

- g. A draft of a letter from BOS to NHDOT RE: School Street - each Board member was given a copy for them to review and edit. Mr. Fullerton wants the letter sent to the five executive council members.

Mr. Venezia said Mr. O'Keefe has mentioned that School Street was on the State's to do list.

Mr. Fullerton said the Water and Sewer Commissioners were willing to work with NHDOT regarding manholes and water gates.

Mr. Galpin said there maybe pipes which may need to be replaced or repaired.

- h. A letter from St. Joseph Community Services, Inc. RE: Thank you for funding
- i. A letter from Riverbend Community Mental Health, Inc. RE: Thank you for funding
- k. A letter from Xfinity RE: Services Changes

Mr. Fullerton asked about the state owned property between Hillsboro Ford and the old Route 202 bridge. We maybe could use some of it for parking for visitors of the bridge and sell some to Hillsboro Ford.

Mr. Galpin said he didn't mind looking into it because you can't get to the bridge from that side.

Mr. Fullerton said Mr. Roberts is interested in the property.

Mr. Venezia said this is not a priority at the moment.

Mr. Venezia made a motion to adjourn the meeting. Mr. Fullerton seconded the motion. The Board voted all in favor.

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Iris Campbell
Selectmen's Secretary

Approved by:

Dated: May 22, 2012

Russell S. Galpin, Chairman

Steven J. Venezia

David N. Fullerton
Board of Selectmen

SELECTMEN'S MEETING AGENDA
May 8, 2012

APPOINTMENTS:

6:00 p.m. - Open Session

6:15 p.m. - William Goss RE: Highway Road Bids - Review and Awarding

6:30 p.m. - Iris Campbell RE: Section 125 Flex Plan

TO BE SIGNED:

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- c. Payroll Voucher - #18 & #19
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- h. LGC Billing Directly for COBRA and Retirees
- i. Corrected Cemetery Deed - Macukewicz
- j. Plodzik & Sanderson Engagement Letter
- k. Voluntary Change of Address
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CORRESPONDENCE & NEW BUSINESS:

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- b. Letter from NHDRA RE: Town's sales-assessment weighted mean ratio
- c. Letter from Attorney Michael Donovan RE: Town of Deering Recreation Services
 - d. Copy of a letter from Planning Board Chair Herman Wiegelman to ELVD Commission Chairman Robert Hutchinson RE: ELVD Planning Board
- e. Letter from NHDOT RE: Street Lighting
- f. Letter of Resignation - Wendy Brien-Baker
- g. Draft of letter from BOS to NHDOT RE: School Street
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