

Town of Hillsborough P.O. Box 7, 27 School Street, Hillsborough, NH 03244
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Board of Selectmen Minutes 09/11/2012

Board of Selectmen
Meeting Minutes
September 11, 2012

Present: Selectmen Russell Galpin, Steven Venezia and David Fullerton, Code Enforcer Kelly Dearborn-Luce, Highway Foreman William Goss, Transfer Station Manager Luke Levesque, Welfare Director Dana Brien, Water and Sewer Commissioner/Planning Board Chairman Herman Wiegelman, Park and Recreation Chairman James Bailey, Fire Chief Kenneth Stafford, Dispatch Supervisor Kevin Belanger, Youth Services Director Peter Brigham, Michael Pon, Robert Woolner and Selectmen's Secretary Iris Campbell.

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

6:00 p.m. Department Head Meeting:

Mr. Levesque said the market for the paper recycling business is closing. He said he can store the paper for a short time until the market reopens. He will not be able to do it for long.

He told the Board about an issue he has with the swap shop. People are visiting it several times a day to collect items for their yard sales, which is not what the intent was of establishing the swap shop in the first place.

Mr. Venezia asked if the activity was affecting the operation and spirit of the swap shop.

Mr. Levesque answered yes.

6:10 p.m. Lauren Woolner entered the meeting at this time.

Mr. Venezia made a motion to limit visits to one per day. Mr. Fullerton seconded the motion. The Board voted all in favor.

Mrs. Brien said the Senior Services Committee has secured funding for the insurance needed to use the facilities at St. Mary's Church and will begin activities in October. The first senior picnic will be held at the Deering Community Church on Thursday, September 13. She said the committee is considering asking the area towns to contribute to the organization by way of a line item in their 2013 budgets or by a warrant article.

Mr. Venezia would be in favor of a warrant article to let the voters decide.

Mrs. Brien told the Board about trips she is organizing, a September 20 foliage trip to Cannon Mountain, October 2 to the Peabody Essex Museum in Salem, Massachusetts and October 23 to Foxwoods.

She is seeing clients whose landlords are trying to evict before winter.

Mr. Goss said the Gould Pond Bridge is in but will be over budget, as the funding was through a warrant article, which can't be overspent, he is going to have to use money from his budget.

He commented on a suggestion made to him by Mrs. Campbell regarding going to a firm which does the State required drug testing on site. He is not in favor of this method and suggested the decision be made after the new town administrator is hired.

The Board agreed.

Mr. Goss said the bridge the NHDOT has red listed is a culvert on Bog Road. He has looked at the bridge and suggested the town keep an eye on it and discuss it again at budget time.

The Board agreed.

Mr. Goss said NHDOT has approved the driveway and crosswalk permit for Dollar General on Municipal Drive.

He said the Safe Routes' project has cost the town time and money because of the delay in his ability to finish paving Walnut, Church and Brown Streets. He will have to finish the project with or without safe routes being complete because the money runs out at the end of the year.

Mr. Fullerton asked if the brush could be removed around the Welcome to Hillsborough sign on Route 202.

Mr. Brigham offered to remove the brush.

Mr. Fullerton has received concerns regarding the trimming of brush along the side of roads and removing 4" trees.

Mr. Goss said it is done every year and the brush cutter would probably not be able to cut a 4" tree.

Mrs. Dearborn-Luce said the upstairs is almost complete except for the security cameras and the finishing of the wood floors.

She needs to know what type of barrier the Board would like on the front of 27 School Street to protect it from cars.

Mr. Fullerton liked the idea of using pressure treated wood.

Mr. Venezia made a motion to install a protection barrier made of pressure treated wood on 27 School Street. Mr. Galpin seconded the motion. The Board voted all in favor.

Mrs. Dearborn-Luce said the letter to the former owners of 111 West Main Street informing them of the Town's intention to dispose of this property has been sent.

She said the Planning Director's Search Committee has narrowed down the applicants and will be interviewing next week.

She said the Safe Routes to School construction bids were opened this afternoon. She reported four bids where received with a low of \$153,000 and high of \$190,000. She added Mr. French and the engineer will be compiling a spreadsheet to compare the bids and bring their recommendation to the Board in a couple of weeks.

Mr. Galpin said the figures will need to be approved by NHDOT and the federal government.

Mrs. Dearborn-Luce said the policy committee is working on the final draft and will be meeting tomorrow. She said the ADA policy and the Board and Committee Policy will be addendums to the policy.

Mr. Wiegelman said the Planning Board is eagerly awaiting the new town planner.

Mr. Bailey said the summer programs at Manahan Park went very well. He said they had 420 children participated with 90 children taking swimming lessons and an average of 70 children in the middle school program on a weekly basis.

He said the Park Board is waiting for the application form from the Trustees of Trust Funds for the Manahan Trust.

He said the sprinkler system for the lawn at the Heritage Museum was tied to the system at Butler Park with the approval of the Selectmen. He said this will

have to be addressed when the water meter is installed.

6:47 p.m. Tamara McClure entered the meeting at this time.

He agrees with the Board's proposal to the Town of Deering for the use of all Hillsborough parks.

Mr. Galpin heard the Deering Selectmen would be discussing the proposed contract this week.

Chief Stafford said it has been a bad week for the fire department with the passing of Hopkinton Fire Chief Richard Schaefer.

He said Scott Murdough is going to Pennsylvania to an event to look for good parts for the fire truck restoration project.

Mr. Belanger reported for Police Chief David Roarick that the DWI Checkpoints went well, the new cruiser is in, Officer Normand has one more month of training before going solo and all the police radio equipment is now narrowband compliant.

Chief Stafford said all the fire department radio equipment is also narrowband compliant.

Mr. Belanger said everything is going well but they did use an extra dispatcher during the recent DWI Checkpoints.

Mr. Brigham said the town administrator's search committee is narrowing down the thirty applications which were received and will be interviewing soon.

He said because of a recent fall at 63 W. Main Street, he will be installing hand rails at both entrances.

Mr. Goss said since the new highway truck has been received did the Board want to put the old 1985 Chevy out to bid noting it is not road worthy. He said it would be good for parts.

The Board agreed.

7:00 p.m. Mr. Galpin asked if anyone wanted to speak during the open session.

Mrs. McClure said the contractor working on the library stairs has discovered one

support column for the porch and a section of the porch railing which need to be replaced. She has received a quote from them for \$2,700. She feels now is the time to have the repairs done as the construction crew is already here. She said there is enough money in the present budget to cover the cost.

Mr. Galpin made a motion to approve the repairs and use money from the improvements and maintenance line item budgets. Mr. Fullerton seconded the motion. The Board voted all in favor.

The Board signed the following items:

- a. Selectmen's Meeting Minutes - 08/28/12
- b. Expense Voucher - #18
- c. Payroll Voucher - #36 & #37
- d. 2012-2013 Rymes Propane Price Agreement - Mr. Venezia made a motion to authorize Mr. Galpin to sign the agreement on behalf of the Board. Mr. Fullerton seconded the motion. The Board voted all in favor.
- e. Letter to NHDOT re: Mr. John Penny - Mr. Fullerton said the drainage issues seem to have been addressed.
- f. Sign Permit for Stone Arch Tavern
- g. Intent to Cut - 1
- h. Timber Warrants - 2

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

- a. Bid Opening for Safe Routes to School - this item was discussed earlier in the meeting.
 - b. 2012-2013 Proposed Heating Prices - Rymes & Vaillancourt - Mr. Venezia made a motion to accept the proposal submitted by Vaillancourt and to authorize Mr. Galpin to sign the agreement on behalf of the Board. Mr. Fullerton seconded the motion. The Board voted all in favor.
 - c. Attorney Michael Donovan - Confidential Communication
 - d. NHDOT letter re: Critical Deficiency - Bridge #152/095 Bog Road over Sand Brook - this item was discussed earlier in the meeting.
 - e. Letter from George E. Sansoucy, PE, LLC re: 2012 Market Values of Utility Property
 - f. NHDOT letter re: Driveway Permit - Municipal Drive
 - g. Letter from Joyce Carman re: donating property to the town, Map 16 - Lot 21, Red Fox Crossing - Mrs. Campbell was asked to send a letter asking her to inform her abutters of her interest to sell.
 - h. Abutter's letter from Peter LaFlamme, Sr. re: donating property to the town, Map 17 - Lot 81, Dawn Street
 - i. NHDOT letter re: decision on street lights
 - j. Letter from American Red Cross requesting a \$3,000 donation from the town-
- the request will be considered at budget time.
- k. Letter from Comcast re: changes to channel line up
 - l. NHMA's Legislative Policy Conference - Friday, September 21, 2012
 - m. NHDRA letter re: Sales Monitoring: Hillsborough

Mr. Fullerton made a motion to enter a non-public session per RSA 91-A:3 II(a) - The dismissal, promotion or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him unless the employee affected (1) has a right to a meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Mr. Galpin seconded the motion. The Board voted by roll call: Mr. Fullerton - yes, Mr. Venezia - yes and Mr. Galpin - yes.

7:36 p.m. the Board entered a non-public session.

Mr. Venezia made a motion to return to a public session. Mr. Fullerton seconded the motion. The Board voted by roll call: Mr. Fullerton - yes, Mr. Venezia - yes and Mr. Galpin - yes.

7:44 p.m. The Board returned to a public session.

Mr. Venezia made a motion to seal the minutes because to not seal the minutes would render the proposed action ineffective. Mr. Fullerton seconded the motion. The Board voted all in favor.

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 7:45 p.m.

Respectfully submitted,

Iris Campbell
Selectmen's Secretary

Approved by:

Dated: September 25, 2012

Russell S. Galpin, Chairman

Steven J. Venezia

David N. Fullerton
Board of Selectmen

SELECTMEN'S MEETING AGENDA
September 11, 2012

APPOINTMENTS:

6:00 p.m. - Department Head Meeting

7:00 p.m. - Open Session

TO BE SIGNED:

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- c. Payroll Voucher - #36 & #37
- d. 2012-2013 Rymes Propane Price Agreement
- e. Letter to NHDOT re: Mr. John Penny
- f. Sign Permit for Stone Arch Tavern
- g. Intent to Cut - 1
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- c. Attorney Michael Donovan - Confidential Communication
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- e. Letter from George E. Sansoucy, PE, LLC re: 2012 Market Values of Utility Property
- f. NHDOT letter re: Driveway Permit - Municipal Drive
- g. Letter from Joyce Carman re: donating property to the town, Map 16 - Lot 21, Red Fox Crossing
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- i. NHDOT letter re: decision on street lights
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- k. Letter from Comcast re: changes to channel line up
- l. NHMA's Legislative Policy Conference - Friday, September 21, 2012
- m. NHDRA letter re: Sales Monitoring; Hillsborough