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Board of Selectmen Minutes 09/25/2012

Board of Selectmen
Meeting Minutes
September 25, 2012

Present: Selectmen Russell Galpin, Steven Venezia, David Fullerton, Kelly Dearborn-Luce, Larry Baker, Michael Pon, Thomas French, Richard Miller, Judith Miller, Bob Odell, Peter Brigham, Iris Campbell, Lauralee LoMonaco, and Office Assistant Pamela McMahon.

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

6:00 p.m. Mr. Galpin asked if there was anyone who wished to speak during the open session.

Mr. Miller said he would like to speak about a letter he received from the town regarding his yard sales stating that rules and regulations weren't being followed. He stated that he didn't think he was breaking any laws.

Mrs. Dearborn-Luce said there is an ordinance that states you can only have a yard sale 5 days in a 14-day period. The purpose of the ordinance is so you don't run a yard sale every weekend; that would be a home business.

Mr. Galpin said that he hasn't reviewed the regulation, so he can't answer any questions regarding it at this time. Mr. Venezia said he hasn't read the regulation either. Mr.

Fullerton mentioned a possible zoning issue and suggested that he go to the Planning Board and discuss the issue with them.

6:05 p.m. Christopher Dunklee entered the meeting at this time.

Mr. Fullerton and Mr. Venezia said the regulations need to be reviewed.

Mr. Venezia said that no one is making a big deal about it. It was briefly mentioned at the last Selectmen's meeting. Mrs. Dearborn-Luce is the code enforcer and she is just doing her job.

Mrs. Dearborn-Luce said that the Millers have to move their lean-to with their yard sale merchandise.

Mr. Galpin said the Board is not making up these rules and regulations; they were passed by town meeting.

Mrs. Dearborn-Luce said that the Millers can run their yard sale three days on Columbus

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Day weekend - Saturday, Sunday, & Monday.

Mrs. Miller said she wanted to know who complained about their yard sales.

Mrs. Dearborn-Luce said she did not say that she received a complaint; she said that it was brought to her attention.

Mr. Galpin said that the Millers don't have a right to know the person who complained if there was one, unless they go to court.

The Millers then stated they would go to court if they had to, to find out.

Mr. Brigham, chairman of the search committee for the new Town Administrator, said he needed to talk to the Selectmen and wondered if they should go into a non-public session.

Mr. Venezia made a motion to enter a non-public session per RSA 91-A:3 II(b) - The hiring of any person as a public employee.

Mr. Galpin seconded the motion. The Board voted by roll call: Mr. Fullerton - yes, Mr. Venezia - yes, and Mr. Galpin - yes.

6:15 p.m. the Board entered a non-public session with Peter Brigham.

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

6:20 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. Galpin seconded the motion. The Board voted all in favor.

6:21 p.m. Mrs. Beverly Archibald and Mr. John Archibald, Jr. entered the meeting at this time.

6:22 p.m. David Marazoff entered the meeting at this time.

Mr. Brigham said that he had gotten an estimate in the amount of \$8,900. for a metal fire escape for 8 Church Street, for the space above the Teen Center. He handed the estimate to the Selectmen to review. Mr. Brigham proposed that he would be willing to take \$4,500. from the Youth Services revolving account towards the fire escape. The money in that account has come from fund-raising by the kids from shoveling fire hydrants, balloon fest, etc. over the last several years. He suggested that the other \$4,400 come out of the maintenance

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budget for 63 West Main St.

Mrs. LoMonaco said we need to take a look at all department budgets before we can make a decision on that.

Mr. Odell stood up and introduced himself. He is from Lempster NH and has been a State Senator for 10 years. He is a New Hampshire native and is in his 5th term. He passed out informational flyers to the Selectmen and thanked them for allowing him to make himself known to the people at the meeting.

6:25 p.m. Mr. Duncklee came in to discuss a tax deeding issue, and said that he will be paying the \$15,000 that he owes in taxes to make him current shortly. Tax Collector, Deborah McDonald, spoke up in support of Mr. Duncklee and said that he always makes his payments.

Mr. Venezia made a motion to enter a non-public session per RSA 91-A:3 II(c) - Matter that, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine or

other levy, if based on inability to pay or poverty of the applicant. Mr. Fullerton seconded the motion. The Board voted by roll call: Mr. Fullerton - yes, Mr. Venezia - yes, and Mr. Galpin - yes.

6:32 p.m. The Selectmen entered a non-public session with Beverly and John Archibald.

6:35 p.m. Virginia Burton entered the meeting at this time.

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.

6:40 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. Galpin seconded the motion. The Board voted all in favor.

Mr. Venezia made a motion to give John & Beverly Archibald a 6-month extension. Mr. Fullerton seconded the motion. The Board voted all in favor.

6:45 p.m. David Marazoff, of Marazoff Assessing Services, spoke to the Board informing them that he has met with residents, made adjustments, and letters to them went out today. Mr. Marazoff gave summaries to each of the Selectmen. The numbers are down 15% from last

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year. Mr. Marazoff said he will address the Department of Revenue on the revaluation over the next 30 - 60 days.

Mrs. Campbell asked if the Board should make a motion to accept Mr. Marazoff's data. It was decided to let the Board review the data and make a motion to accept it or not at the next Selectmen's meeting.

Mr. Marazoff presented an agreement to the Selectmen for their approval for him to act as a representative of the Board to deal with taxpayers at the BTLA level. Being budget time, he also submitted a proposal for next year to the Selectmen. He mentioned that if we did assessing, measuring, and listing 25% per year for 4 years with a statistical update in the 5th year, it would save money. His proposal included that he would be in our town office one day per week to meet with taxpayers, visit properties, etc.

Mrs. Campbell mentioned that our prior company we hired didn't visit 1,500 houses. Mr. Marazoff's proposal would keep things up-to-date. \$10,000 per year has to be added to the assessing budget proposal for Mr. Sansoucy to assess utilities. His total contract is \$50,000 payable over 5 years.

Mr. Venezia made a motion to approve Mr. Marazoff's contract to be our settlement agent with the BTLA at no extra cost to us. Mr. Galpin seconded the motion. The Board voted all in favor. The Board signed the contract.

Mr. French spoke to the Selectmen regarding the Safe Routes to School contract. There are no resources locally to fund the gap of \$19,015.50. Mr. French went to the D.O.T. to see if money was available to move the project forward. It will take 4-6 weeks to get the answer back from Washington. Another option was mentioned of including it as a warrant article to fund the project next year.

Mr. Galpin asked if the contractor would hold his/her price until next year? Mr. French said probably not. The Federal Government would probably require us to rebid it.

Mr. Fullerton mentioned that the sidewalks on Church Street, Walnut Street, & Brown Street are in terrible shape. The kids are walking down the middle of the streets instead of on the sidewalks.

Mr. French will talk to Bill Goss of the Highway Department regarding these issues and come back in two weeks to see the Board with answers/.

Mr. French said the Safe Routes to School contract can't be executed without the funding

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available. He also mentioned that the chances are better for getting money which might be available at the beginning of the fiscal year, rather than the end. The beginning of their fiscal year is next month.

Mrs. Dearborn-Luce, chairman of the search committee for the new part-time Town Planner submitted two resumes for the position to the Selectmen. Eleven resumes were received for the position, seven were chosen, four were interviewed, and two who scored equally and were chosen to be submitted to the Selectmen.

Discussion ensued by the Selectmen to set up interviews for both the Town Planner and the Town Administrator. It was decided to hold the interviews at the next Selectmen's meeting on October 9, 2012, two interviews for each position from 5:00 p.m. to 7:00 p.m. one-half hour each.

Mr. Venezia made a motion to enter a non-public session per RSA 91-A:3 II(b) - The hiring of any person as a public employee. Mr. Fullerton seconded the motion. The Board voted by roll call: Mr. Fullerton - yes, Mr. Venezia - yes, and Mr. Galpin - yes.

7:05 p.m. The Selectmen entered a non-public session with Mrs. Dearborn-Luce.

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.

7:15 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. Galpin seconded the motion. The Board voted all in favor.

Mr. Galpin stated that no action was taken on the non-public session.

Mrs. LoMonaco handed out the budget books to each of the Selectmen. She mentioned the following issues to the Selectmen regarding the budgets.

- * There are no estimates in yet for health and dental insurances. We should get them in October.

- * Payroll - for non-union employees, if there are to be increases, the decision needs to be made sooner than later.

- * Department heads want to be here when decisions are made on their budgets by the Selectmen.

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- * Legal expenses are way over budget.

- * She doesn't think that The Planning Board is doing their Master Plan this year. That would save \$10,000.

- * The Treasurer suggested to Mrs. LoMonaco that payroll and utilities should be the only expenses paid until the budget is passed.

Mr. Galpin asked Mrs. LoMonaco if he could meet with her to set up the budget review times.. She said yes.

Mr. Venezia said he is in favor of tightening our purse strings, rather than going to the taxpayers. We didn't expect to spend what we did in legal expenses this year.

Mrs. Campbell said that Mrs. LoMonaco's move to 27 School Street will be on Monday, October 1, 2012.

The Selectmen reviewed and signed the following items:

- a. Selectmen's Meeting Minutes - 9/11/12
- b. Expense Voucher - #19
- c. Payroll Vouchers - #38 and #39
- e. Sign Permit - Krista Gallant

The Board reviewed and acted on correspondence and new business:

- a. August 2012 Revenue and Expenses
- b. NHDES letter re: closed Hillsborough Municipal Landfill - will be put in a file for the Town Administrator to review.
- c. Invitation to Annual Dinner from Hillsboro Fire and EMS Department

There were no tabled items from the last meeting to review.

Several issues were discussed briefly by the Selectmen.

Mr. Venezia mentioned that the sidewalk across from the school is totally black; has no white line. Mr. Goss needs to be contacted to delineate that sidewalk area.

A member of the Board mentioned that the yellow lines are very faded on Henniker Street from
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the exit towards town. It is our responsibility to re-paint those lines.

Mr. Baker mentioned that he thought the Selectmen should speak to the members of the search committee for the Town Planner regarding their opinions of the applicants who were interviewed.

Mr. Galpin said he thought that was a bad idea and Mr. Venezia agreed. Mr. Galpin said that the purpose of the search committee was to screen and interview applicants and choose two to go before the Board of Selectmen to be interviewed. The Selectmen will then decide on the person to be hired for the position. There is no need to talk further with the Search Committee members regarding their choices.

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

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Pamela McMahon
Office Assistant

Approved by:

Dated: October 9, 2012

Russell S. Galpin, Chairman

Steven J. Venezia

David N. Fullerton
Board of Selectmen

SELECTMEN'S MEETING AGENDA
September 25, 2012

APPOINTMENTS:

- 6:00 p.m. - Open Session
- 6:15 p.m. - Christopher Duncklee RE: Tax Deeding
- 6:30 p.m. - Beverly Archibald RE: Tax Deeding
- 6:45 p.m. - David Marazoff RE: 2012 Statistical Update

TO BE SIGNED:

- a. Selectmen's Meeting Minutes - 9/11/12
- b. Expense Voucher - #19
- c. Payroll Vouchers - #38 and #39
- d. Execute Contract for Safe Route to School
- e. Sign Permit - Krista Gallant

CORRESPONDENCE & NEW BUSINESS:

- a. August 2012 Revenue and Expenses
- b. NHDES letter re: closed Hillsborough Municipal Landfill
- c. Invitation to Annual Dinner from Hillsboro Fire & EMS Department

TABLED ITEMS FROM THE LAST MEETING: