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Board of Selectmen Minutes 02-26-2013

Town of Hillsborough
Board of Selectmen
Meeting Minutes
February 26, 2013

Present: Russell Galpin, Chairman; Steven Venezia, Selectman; David Fullerton, Selectman; Laura Buono, Town Administrator.

In Attendance: Mike Pon, Leigh Bosse, Chris Pinkham, Waonda Gould, Bret Cherrington, Roger Racette.

Chairman Galpin opened the meeting at 6:00 p.m.

Open Session:

There was no public present who wished to speak during Open Session.

Town Administrator's Contract - Selectman Venezia said that he wanted to end Ms. Buono's probationary period at this time to provide stability and continuity for the Town. Selectman Venezia then moved to end the probationary period for Ms. Buono that was outlined in her contract and to continue with full time employment. Motion was seconded by Chairman Galpin. Selectman Fullerton asked if this included a wage increase and was told no, that item remains as stated within the contract. A vote was taken. Motion passed unanimously. Chairman Galpin said that for the first time in two years he has not had to think about whether or not the Town is being run properly and the office is running smoothly. Selectman Venezia told Ms. Buono she is doing a great job.

APPOINTMENTS

Waonda Gould – Mr. Gould met with the Selectmen with regard to damage he claims is done to his property by the vibration from the town sandpit. Mr. Gould said chimney repairs were needed because it pulled away from the house in the amount of over \$6,000. Chairman Galpin said if the chimney was properly footed it would have taken a lot of vibration to do such damage. Mr. Gould asked if the Selectmen have done any research on relocating the shooting range. Chairman Galpin said not and said the police department only uses the range once or twice a year and that doesn't constitute moving it. He also said it's up to the Planning Board not the Selectmen to have a hearing on such a matter. Mr. Gould said he's afraid of getting shot and said his house was hit before. Chairman Galpin said it is impossible to have his house hit with the burm that is there and said it is a good and safe range. Mr. Gould said there was never a hearing for the shooting range and it was never put in there right. Selectman Fullerton asked if the range was used this year because he knows they go out of time as well. Mr. Gould said Chairman Galpin said the Police Department shoots at specific times and dates and they notify Mr. Gould when they do. Morse Sporting Goods also have a range and they shoot at different times and different days. Mr. Gould said Morse's doesn't make him jump, the Town range does.

Bret Cherrington – Mr. Cherrington, Chairman of the Hillsborough Conservation Commission said the Commission has a couple of things for Town meeting. One of the items is an informational poster for natural resource inventory that they would like to display at the polls. Mr. Cherrington was told that the polls are set up the night before and he can bring it at that time if it's more convenient with his schedule. Mr. Cherrington said the Commission is also awarding the Loon Conservation Award this year and would like it done as part of the evening portion of Town Meeting. Chairman Galpin said that would typically be done after the meeting is officially open and the Moderator will usually let them do it once the rules and regulations are read. Selectman Fullerton suggested running it by Chris Pinkham.

Moderator Christopher Pinkham – Moderator Pinkham met with the Selectmen to go over the warrant and ask a few questions and proceeded to review the warrant and asked about any potential issues. The Board noted a change that will be made to the amount of the operating budget. The possibility of a weather related closing was discussed as well as an agenda for the evening.

Roger Racette – Mr. Racette said he was here to discuss some ZBA business and said one of their long term members has decided to step down after 20 years on the board (George Seymore). Mr. Racette said fortunately, Larry Baker would like to become a full member from an alternate member. Since Mr. Baker is also a member of the Planning Board, Chairman Galpin asked if that was going to be an issue. Conflict of interest was discussed as well as when it may come up. This is allowed under the law and Mr. Baker is familiar with the process. Training was also discussed. Mr. Racette said once this is done, they will have to find an alternate. Selectman Venezia said he would be interested in becoming an alternate after March 12th. Mr. Racette said the ZBA received a letter who wants to appeal Kelly Dearborn-Luce's decision. The letter will be forwarded to Ms. Buono. Selectman Venezia moved to appoint Larry Baker as a full member to the ZBA effective March 12th. Chairman Galpin seconded the motion. A vote was taken. Motion passed unanimously.

SB2 Warrant Article – Selectman Venezia asked if it was worth the Board of Selectmen writing a letter opposing SB2 to be placed in the local newspapers. All were in favor of submitting a letter from the Selectmen. Ms. Buono will draft a letter and email it to the Board members for review prior to submitting it to the newspapers.

MANIFEST MOTION

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 4634 - 4702 a/k/a Voucher #8 in the amount of \$136,115.61 (includes 127 direct deposit stubs) and Accounts Payable check numbers 6732 – 6794 & 234 - 235 a/k/a Voucher #5 in the amount of \$171,958.06. Motion was seconded by Selectman Venezia. A vote was taken. Motion passed unanimously.

CONSENT AGENDA

Chairman Galpin moved to approve the Consent Agenda for February 26, 2013. Motion was seconded by Selectman Venezia. A vote was taken. Motion passed unanimously.

Veterans' Exemptions: Map 12 Lot 137; Map 13 Lot 64; Map 9 Lot 145; Map 14 Lot 449.

Tax abatement – Fournier (due to merging with 11F/17) in the amount of \$1,287.47

Tax Deferral – Map 12 Lot 38

Highway Safety Grant Applications (Chairman's signature only) for Speed Monitoring Device; Laptop Computer; Laser Radar; Enforcement Patrols; Red Light Running Patrols.

APPROVAL OF MINUTES

Selectman Venezia moved to approve the meeting minutes of February 12, 2013. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

Selectman Venezia moved to approve the budget hearing meeting minutes of February 12, 2013 as amended with the word "default" in the section referring to the SB2 petition article. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

COMMITTEE APPOINTMENTS

Conservation Commission – Selectman Venezia moved to reappoint Bret Cherrington to the Conservation Commission. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

Selectman Fullerton asked who came up with these names because he has heard that typically the Chairmen make recommendations and the Selectmen approve them but said that if the Selectmen wanted to, they could appoint individuals without going through the Chairmen. The Board agreed that if the Selectmen wanted to, they could make their own appointments but said they like the process to be cooperative. Selectman Fullerton said his question was just an inquiry and had nothing to do with these appointments.

Selectman Venezia moved to reappoint Terry Yeaton to the Conservation Commission. Motion was seconded by

Chairman Galpin. A vote was taken. Motion passed unanimously.

Historic District Commission - Selectman Venezia moved to reappoint James Bouchard to the Historic District Commission. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

Zoning Board of Adjustment - Selectman Venezia moved to reappoint Richard Booth to the ZBA. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

Selectman Fullerton asked if the Park Board is full because he thought there may be vacancies. Chairman Galpin said he wasn't sure but the last he heard there were vacancies. Ms. Buono will check into this and if there are openings, will advertise for volunteers.

ADMINISTRATOR'S REPORT

Safe Routes to School - Ms. Buono said that she attended a meeting which was coordinated by Robyn Payson with regard to the SRTS project that the Town and School are undertaking as a joint effort. As it stands, the project will hopefully begin the 3rd week of March and will take approximately three weeks to complete (weather permitting). A pre-construction will be scheduled to be held in approximately two weeks.

Budget Change - During 2012 one of the bonds for a water project was refinanced and although the new payment schedule was included in the 2013 budget, there was a payment that was overlooked due to the terms of the new agreement. This will require a change to the budget on the floor of Town Meeting in which \$18,140 will need to be added to the Town's budget and \$36,278.34 to the Water District budget. The Commissioners are aware of this issue.

Library Painting - In speaking with Ray with regard to the discussion about painting the library that was held at the public hearing, he has stated the Library does not need to be painted because it has been stained. Although there are areas of the building that does need paint (trim, porch ceilings, etc.), the building itself does not need the work that was discussed.

With that in mind, the Board may want to reconsider the \$100,000 amount that was placed in the warrant article and perhaps reduce it on the floor of Town Meeting. According to Tammy McClure, there would be a need for at least \$70,000 for exterior carpentry prior to trim painting, installation of storm window panels, and for trim painting. Both Selectman Venezia and Chairman Galpin said they would prefer to keep the \$100,000 in there since it's a Capital Reserve Fund. Selectman Fullerton said some of the people who voted him in are opposed to the \$100,000 although he has mixed feelings about it and cited budget concerns as the reason. Selectman Venezia said there was no opposition at the budget hearing where there were conservative residents and said the hearing was an opportunity for anyone interested in the budget to be heard so where were those opposed? A brief discussion ensued about attendance at meetings and the fact that residents have never said no to the building. The Library Trustees have been good at finding money to help with these projects as well.

Kemp Park - A letter was received from Doug Hatfield on behalf of the Kemp Park Committee with regard to temporary electrical service that will be brought to Kemp Park while development of the area is taking place. The Committee would like to know if the Selectmen are willing to absorb the cost of the electricity that is used by workers while they are working on the site. This was briefly discussed and since the cost is not expected to be significant, the Selectmen agreed it could be absorbed within the operating budget. Selectman Fullerton asked if there is a trust that is available to handle such expenses. Ms. Buono will inquire as to whether or not we have such a trust.

Personnel Policy - Ms. Buono reported that review of the proposed Personnel Policy continues and she has scheduled meetings each Wednesday in March with Department Heads for this.

Carole Hoffmann - A letter was received today from Carole Hoffmann of Sawmill Road with regard to the sodium level in her well. Based on the information received, her plumber has been replacing various rusted pipes over the last 10 years and Ms. Hoffmann just got her water tested in January of this year. Ms. Buono said she will be reviewing the information and looking into the matter. Chairman Galpin said he suspects the salt is coming from the State shed since there are a few people in that area that have had problems. The town has replaced three wells in that area. Selectman Fullerton said the people in the water precinct have had the same problem so it may be the water quality.

111 W. Main St. - The timeframe in which the previous owners of 111 W. Main St. had to buy back the property has expired and I am working on the agreement between the Town and the Harbour's. In doing so, Ms. Buono stated that she is having a difficult time finding some of the information with regard to the terms of the agreement with the Harbour's.

Ms. Buono said there is a set of nonpublic meeting minutes that she will need to open and read that are dated May 28, 2012 and would like the Board's permission to do so. The Board had no problem with Ms. Buono reviewing the minutes to gather information for the sale.

Ambulance Box – Ms. Buono reported that one bid for the ambulance box that has been sitting at the Highway Department has been received. The bid from Mike Minichiello was opened and was in the amount of \$301.00. Selectman Venezia Steve moved to accept the bid submitted by Mike Minichiello in the amount of \$301.00. The motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Winter Hill Farm LLC – A letter was received from the NH Liquor Commission with regard to application for a license for their establishment located at 284 Second Turnpike. Ms. Buono asked if the Board had any concerns with this license application. None of the Selectmen had concerns.

ADJOURNMENT

Selectman Venezia moved to adjourn at 7:45 p.m. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator