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Board of Selectmen Minutes 04/23/2013

Town of Hillsborough
Board of Selectmen
Meeting Minutes
April 23, 2013

Present: Russell Galpin, Chairman; David Fullerton, Selectman; Wendy Brien-Baker, Selectman; Laura Buono, Town Administrator.

Guests: William Goss, Michael Pon, Joyce Bosse, Ann Poole.

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

- **OPEN SESSION**

There was no public comment during open session

- **WILLIAM GOSS – PAVING BIDS**

William Goss met with the Selectmen for the purpose of opening paving and reclamation bids that were received for the 2013 season. Bids were received from R&D Paving; Pike; Advanced Excavating; GMI; United Construction and Lane Construction. Mr. Goss will review all the submittals and meet with the Town Administrator to discuss the best deal for the Town.

Safe Routes to School – Mr. Goss reported that the driveway cuts are not included within the SRTS grant but the paving company is going to try and do them. Some of the handicap ramps within the project are not ADA compliant because they were not engineered as such however, this is being worked on.

- **Horse Sign Request**

Selectman Fullerton stated that he was contacted by a resident who would like to have signs put up at various locations within Hillsborough warning of horse riding on roads. There have been several close calls and she feels it is warranted. Mr. Goss discussed the fact that additional sign money was not included in the budget and said that although to date the Town typically purchases signs when resident requests are approved, at what point should we draw the line. Laura Buono suggested that special request signs be purchased by the requester; however, the town crew can install them at no charge. Ms. Buono said this practice is common in various communities. Ann Poole entered the meeting and this was discussed further. Ms. Poole said they would like perhaps 6 signs and thought that whoever purchased the children at play signs, would purchase the horse signs. Mr. Goss said the town had purchased the children at play signs at that time. In further discussion, it was noted that there is a law in place which states that drivers should pass horses at a speed they feel is safe. Ms. Poole said that some drivers feel 40 m.p.h. is a safe speed to pass a horse. Safety was discussed. Chairman Galpin said he's not a firm believer in a lot of signs around because they begin to be ineffective. Mr. Goss said he was going to look into some prices to see if there is a standard sized sign and get back to the Selectmen.

- **ADMINISTRATOR'S REPORT**

111 W. Main Street – Laura Buono reported that she has drafted the deed for the closing on 111 W. Main Street; and it has been reviewed by the buyer's attorney. The closing is scheduled for May 1st at 1:00 p.m.

Audit – The 2012 audit is being done by Plodzik and Sanderson and is taking place throughout this week.

Bog Road Project – In speaking with William Goss, it appears that the Bog Road project will probably need to be postponed until 2014 due to the fact that it now needs to be engineered. The brook in the area is too large; and we will not be allowed to do the work without the project having been engineered. Mr. Goss is currently in the process of getting a price quote for those services; but there were not additional funds budgeted to cover such an expense.

Mr. Goss said they have been trying to get a wetlands permit; but the State wants it engineered before approving it. This is a full replacement of the culvert and due to the amount of watershed above it, it will probably be a box culvert. Selectman Fullerton suggested contacting a state representative about it; but Mr. Goss said that typically doesn't work. Selectman Fullerton said he would attempt to contact someone.

Town Hall Security – Ms. Buono reported that the doorway leading to the upper level of the Town Hall is almost complete; and the outside door will no longer be used to access the upstairs offices. When presenting the suggestion of the doorway to the Board, Ms. Buono said she mentioned that this should eliminate the need for the security cameras that had been included within the budget. In speaking with Chief Roarick, he would still like to see some cameras in place so that if panic buttons are pushed, dispatch can observe what is taking place at our location and be able to communicate that to the responding officers. Because of that, Ms. Buono said they have scaled back the project and received an adjusted cost which will satisfy the need of the police department as well as fit within the remaining budget that is in place.

Capital Area Mutual Aid Fire Compact - Ms. Buono said that we have received verification that our application for membership to the Capital Area Mutual Aid Fire Compact has been accepted by a unanimous vote of the organization.

- **MANIFEST MOTION**

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 4886 – 4942 a/k/a Vouchers 16 & 17 in the amount of \$120,779.43 (includes 123 direct deposit stubs) and Accounts Payable check numbers 7030 – 7111 a/k/a Voucher #9 in the amount of \$102,557.21. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- **CONSENT AGENDA**

Chairman Galpin moved to approve the Consent Agenda for April 23, 2013. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Cemetery Deed – Wilkens
- Sign Permit Application – 4 Intervale Rd. a/k/a Map 11 Lot 339-00001

Application for Current Use – Map 187 Lot 7-0001
Disability Exemption - Map 7 Lot 179
Harbour Deed – 111 W. Main St.

- **APPROVAL OF MEETING MINUTES**

Chairman Galpin moved to approve the meeting minutes of April 9, 2013 as written. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- **NONPUBLIC SESSION**

Chairman Galpin moved to go into nonpublic session at 7: 31 p.m. under RSA 91-A:3II (c) reputation. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Selectman Brien-Baker – yes; Selectman Fullerton – yes; Chairman Galpin – yes. Motion passed unanimously.

In Attendance: Chairman Galpin, Selectman Fullerton, Selectman Brien-Baker, Town Administrator Laura Buono.

Ms. Buono discussed legal services with the Board of Selectmen.

Chairman Galpin moved to come out of nonpublic session at 7:50 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Selectman Brien-Baker – yes; Selectman Fullerton – yes; Chairman Galpin – yes. Motion passed unanimously.

- **ADJOURNMENT**

Selectman Fullerton moved to adjourn at 7:52 p.m. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator