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Board of Selectmen Minutes 05/14/2013

Town of Hillsborough
Board of Selectmen
Meeting Minutes
May 14, 2013

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

Guests: Michael Pon, Joyce Bosse, Scott Eagen, Greg Colby, Kelly Dearborn-Luce

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

- **OPEN SESSION**

There was no public comment during open session.

Selectman Fullerton mentioned that he had attended the OEP Conference on Saturday, May 11th and stated that at the conference, they discussed having an Economic Development Committee in communities; and he said that other towns are just barely getting started. Selectman Fullerton said Hillsborough is ahead of the game when it comes to getting the town built. Chairman Galpin said we have a good Planning Board and said they do look at the town as a whole and the EDC has been doing a very good job. Selectman Fullerton said towns that go to these trainings get into less trouble in the long run.

- **NONPUBLIC SESSION**

Chairman Galpin moved to go into nonpublic session at 6:15 p.m. under RSA 91-A:3 II (c) reputation. Motion was seconded by Selectman Brien-Baker. 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, Scott Eagen, Greg Colby.

Chairman Galpin moved to come out of nonpublic session at 6:45 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.

Chairman Galpin moved to seal the nonpublic minutes under RSA 91A:3 III. The motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- **NONPUBLIC SESSION**

Chairman Galpin moved to go into nonpublic session at 6:46 p.m. under RSA 91-A:3 II (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.

The Selectmen held an exit interview with Kelly Dearborn-Luce.

Chairman Galpin moved to come out of nonpublic session at 6:55 p.m. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Selectman Brien-Baker – yes; Selectman Fullerton – yes; Chairman Galpin – yes. Motion passed unanimously.

- **ADMINISTRATOR'S REPORT**

Employee Training – Reminder that the Town Hall will be closed tomorrow morning for the purpose of conducting employee training.

OEP Conference – Robyn Payson, Dave Fullerton and I attended the Office of Energy & Planning Conference in Manchester on Saturday. Information to attend this conference was sent to planning and zoning board members as well. There was some useful information that was offered and an extremely entertaining and educational role play workshop at the end.

Labor Audit – The Department of Labor came in last week and began a payroll audit and is here this week as well. Once they are done, we will receive a report of their findings/comments.

Senior Advisory Committee – Dana Brien forwarded a request from the Senior Advisory Committee for two alternates to be appointed as is called for in the bylaws they approved on May 2nd. They would like Arthur Stickney of Deering and Marie Mogavero of Hillsborough appointed. Chairman Galpin said both individuals attend meetings regularly. Chairman Galpin moved to appoint Arthur Stickney and Marie Mogavero as alternate members for 3 year terms. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Library – Chairman Galpin said he spoke with Tammy McClure about the library projects; and the sprinkler system has been completed and inspected. Some minor items still need to be done. Selectman Fullerton said they need a fire escape and handicap access, but will probably do it the same way as in the Town Hall. Ms. Buono mentioned that she, Tammy McClure, and Ray Barker had discussed the remainder of the work; and it will be going out for proposals over the next couple of weeks.

- **MANIFEST MOTION**

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 4966 – 5017 a/k/a Vouchers 19 & 20 in the amount of \$114,720.53 (includes 97 direct deposit stubs) and Accounts Payable check numbers 7114 – 7219 & manual check #236 a/k/a Voucher #11 in the amount of \$217,810.72. 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 May 14, 2013. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Intents to Cut – Map 2 Lots 1, 40, 40-1 and 40-2; Map 8 Lot 146; Map 7 Lot 168; Map 7 Lot 169; Map 1 Lots 61 & 69.
- Letter to Marc Jolin @ Emergency Svcs. & Communications
- Sign Permit Application – Map 24 Lot 71
- Tax Collector Warrant in the amount of \$7,145,112.59
- Veterans Tax Credit Denial – Martino Family Revocable Trust

- **APPROVAL OF MEETING MINUTES**

Selectmen Fullerton moved to approve the meeting minutes of April 30, 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 7:30 p.m. under RSA 91-A:3II (b) hiring. 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 interest by a current employee to take over the duties of Health Officer.

Selectman Fullerton moved to come out of nonpublic session at 7:40 p.m. Motion was seconded by Selectman Brien-Baker. 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