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Board of Selectmen Minutes 06/11/2013

Town of Hillsborough
Board of Selectmen
Meeting Minutes
June 11, 2013

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

Guests: Michael Pon, Jon Gibson, Gordon Scott.

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

- **OPEN SESSION**

Jon Gibson – Jon Gibson said he received a request to paint the Hillsborough Center School House (one room school house). Mr. Gibson said that he has been asking around as to what it would cost to have it painted and has received an estimate of around \$3,000 and another just under \$2,000. Mr. Gibson wanted to know if there was money in the general building fund this year and if so, can we get it painted before the living history event? Laura Buono said she would have to look at the budget and check what was scheduled to be done with the money in 2013. Mr. Gibson said if it can't be done this year, can we budget to have it done next year? Selectman Fullerton asked about having Peter Brigham's kids do the work or the prisoners. Ms. Buono said that due to budget cuts, Hillsborough County doesn't offer the service anymore. Mr. Gibson said there may be lead paint involved and wouldn't recommend having the kids do it since there will be scraping, priming, etc. to do. Ms. Buono will look at the budget and contact Mr. Gibson.

- **GORDON SCOTT - ASSESSMENT**

Mr. Gordon Scott came before the Board of Selectmen to discuss his request for a tax abatement which had been denied by the Assessor and Selectmen. Mr. Scott owns the property located at 284 Second NH Turnpike (Map 10 Lot 40) and stated that he paid more for the property he currently owns because he had a vision for the future and feels the Assessor tried to get the property value as close to that sales price as possible. Mr. Scott said he cannot sell his property for what it is assessed at currently. Mr. Scott stated that the Town and residents have not supported his business and said if he were to put in a Burger King, he would get more business from the residents. Mr. Scott said the land value on his assessment seems to be too high and is based on the fact that he has enough frontage and acreage to have two lots. Mr. Scott said he doesn't have two lots and he shouldn't be taxed as if he did. He said that the assessor stated that he needed to do his homework to dispute the value. Ms. Buono explained how values work with respect to land that could be subdivided. If a parcel can be subdivided, it has a higher value than one that cannot, simply because its market value is higher. Ms. Buono then said that if a taxpayer is disputing their assessment, it is their responsibility to bring in proof such as an appraisal of the property for example, which shows that the Town's assessment is off. Selectman Brien-Baker told Mr. Scott that when people pay more money for a property then it is worth, it drives up the values because those sales are used as comparisons as well as others. A discussion ensued with regard to how values are computed. Ms. Buono will touch base with the Assessor and ask for information regarding what other commercial properties were used for this property. RSA 79E was briefly discussed however, since the improvements were already done to the property, this may not be anything that will help Mr. Scott.

- **ADMINISTRATOR'S REPORT**

Department of Labor Report – Laura Buono reported that the wage and salary audit has been completed by the State of NH Department of Labor. There was a payment method which was put into place by past administration that does not meet DOL standards and we had to pay back wages on various shifts covered. A letter will be coming from DOL which will outline any penalties associated with this and once that happens, Ms. Buono will attend an informal conference to discuss waiving of the fees.

Police Chief/Fire Chief Contracts – Ms. Buono stated that she has met with both the Police Chief and Fire Chief with regard to their contracts and she would like to discuss them with the Selectmen. The contracts will be forwarded to the Selectmen for their review prior to the next meeting.

Legal Services – Ms. Buono said she received a call from Atty. Mike Donovan with regard to legal services for the Town of Hillsborough and as a result of that call, Atty. Donovan has decided to resign as legal counsel. Ms. Buono is moving forward with legal connections; and Robyn Payson has been in contact with an attorney about land use legal services.

Hillsborough Facing Forward – Ms. Buono reported that the first *Hillsborough Facing Forward* session was held on Saturday, June 8th and although there were some organizations that were not able to have representatives in attendance, it was informative and there is a definite direction to move forward with. There is a follow up meeting on Saturday, July 13th at 9:00 a.m.

Employee Evaluations – Ms. Buono informed the Selectmen that she will be working on baseline evaluations for all staff members that report to her. She will also touch base with department heads and have them do evaluations on their staff members as well.

Ford Motor Credit – Ms. Buono presented the Selectmen with the annual cruiser payment which is paid from the revolving fund but which needs approval by the Board prior to payment. Chairman Galpin moved to approve the payment to Ford Motor Credit in the amount of \$7,341.15. The motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

Solid Waste Committee – Selectman Brien-Baker reported that the Solid Waste Committee has met twice so far and said that a decision has to be made with regard to the solid waste contract on the trash going to wheelabrator. The contract ends in 2014 but the new contract has to be signed by June 27th. Luke Levesque has done some research and gathered information with regard to this. The rumor is that Concord is considering pulling out of the Co-op; and Luke is leery about resigning. The Selectmen suggested inviting Luke to come to the next meeting to discuss this.

Personnel policy – Chairman Galpin asked what the status is of the updated personnel policy. Ms. Buono said the department heads have gone through it and made suggested changes and now those changes will have to be incorporated into the manual before bringing it back to the Selectmen. Ms. Buono will have the office staff work on that and plan on having it to the Selectmen within the next couple of months.

Oldest Resident – Chairman Galpin stated that as far as he can tell, Guy Kimball is the oldest resident. He will be turning 101 in August. Chairman Galpin would like permission to buy a certificate and brass plate for the Boston Post Cane case and place it in the Library. Chairman Galpin moved to order the certificate and brass plate as discussed. The motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- **MANIFEST MOTION**

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 5075 – 5145 a/k/a Vouchers 23, 23A, 23B & 24 in the amount of \$168,721.83 (includes 142 direct deposit stubs) and Accounts Payable check numbers 7326 - 7413 a/k/a Voucher #13 in the amount of \$758,990.49. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to Hillsboro-Deering School District in the amount of \$647,329.87.

- **CONSENT AGENDA**

Chairman Galpin moved to approve the Consent Agenda for June 11, 2013. Motion was seconded by Selectman Brien-Baker. A

vote was taken. Motion passed unanimously.

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Cemetery Deed – Houghton

- Abatements Granted in the amount of \$1,033.76
- Yield Tax Levies in the amounts of \$1,453.67 and \$1,058.03
- Intent to Cut – Map 7 Lot 153
- Gravel Tax Levy in the amount of \$419.91
- Elderly Tax Exemption Denial – Map 14 Lot 432

- **APPROVAL OF MEETING MINUTES**

Chairman Galpin moved to approve the meeting minutes of May 28, 2013 as corrected. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- **ABATEMENTS**

Selectman Fullerton moved to approve the following abatements (listed by property value amounts not tax dollars):

- Hillsborough Shopping Plaza - \$23,900
- Janet Sieg - \$24,000
- Kim Wells - \$24,000
- Virgil & Janis Houghton Jr. - \$1,375
- John Connolly - \$4,700
- Kenneth Brown - \$12,400
- Zvezdana & Donald Croteau - \$21,600
- Thomas Kulbacki - \$9,100
- Joseph Bernstein - \$28,400
- George & Estelle Arvanetaki - \$1,500
- Sidney E. Blanchard Estate - \$3,000
- James & Julia Cox - \$15,500
- Joseph Solomon - \$69,000
- Herbert Spiller - \$27,300
- Leon & Mary Ann Stillwagon Trust - \$16,100
- Gail Crimmins - \$13,300
- Ray & Monique Fox - \$5,300
- Christopher O'Connor - \$10,100

Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- **ADJOURNMENT**

Chairman Galpin moved to adjourn at 7:55 p.m. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

