

Town of Hillsborough P.O. Box 7, 27 School Street, Hillsborough, NH 03244  
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## Board of Selectmen Minutes 10/08/2013

Town of Hillsborough  
Board of Selectmen  
Meeting Minutes  
October 8, 2013

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

Guests: Michael Pon, Leigh Bosse, Kyle Vadinais, Virginia Burton; Douglas Parker; Herman Wiegelman; Peter Mellen.

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

- **OPEN SESSION**

There was no public comment.

- **NONPUBIC SESSION**

Chairman Galpin moved to go into nonpublic session at 6:06 p.m. under RSA 91A:3II (b) hiring. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Chairman Galpin – yes; Selectman Fullerton – yes; Selectmen Brien-Baker – yes. Motion passed unanimously.

In attendance: Chairman Galpin; Selectman Fullerton; Selectman Brien-Baker; Laura Buono, Town Administrator; Kyle Vadinais.

The Board of Selectmen met with Kyle Vadinais who has been recommended by Peter Brigham to be hired on a part-time as needed basis for the Teen Center.

Chairman Galpin moved to come out of nonpublic session at 6:12 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Galpin – yes; Selectman Fullerton – yes; Selectmen Brien-Baker – yes. Motion passed unanimously.

Selectman Fullerton moved to hire Kyle Vadinais to work with Peter Brigham at the Youth Service Department. Chairman Galpin seconded the motion. A vote was taken. Motion passed unanimously. Ms. Buono stated that the hiring is subject to a reference and criminal background check.

- **PUBLIC HEARING – ACCEPTANCE OF GRANT**

Chairman Galpin opened the public hearing at 6:15 p.m. for the purpose of accepting and expending grants in the amount of \$19,000. from The New Hampshire Division of Historical Resources. Ms. Buono stated that the public hearing was noticed in the

Villager Newspaper and in two public places as required by law.

Chairman Galpin asked if there was any public comment on the grant. Tammy McClure stated that this is a moose plate grant that was written in the spring and went on to say that \$10,000 is for the masonry repairs and \$9,000 to restore two stained glass windows. The grant needs formal acceptance by the Selectmen.

There was no other public comment or comments by the Selectmen

Chairman Galpin closed the public hearing at 6:18 p.m. and moved to accept and expend grants in the amount of \$19,000 from the NH Division of Historical Resources. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

#### • **WATER AND SEWER COMMISSIONERS**

A discussion took place between the Selectmen and the Water/Sewer Commissioners with regard to two recent issues. Ms. Buono said she wanted to mention the reason she got involved with the residents. Both residents came in to see her initially. The first one because they were under the impression the Water/Sewer Department fell under the Town Administrator as other departments do. Since the Water/Sewer Department is technically a department of the Town, the insurance paperwork is filed with our insurance carrier although the W&S Dept. pays their portion of the premium. The second resident was unhappy with the manner in which he was treated so Ms. Buono said he came to see her. Mr. Parker said that Penny is always in the office at the W&S Dept. and the resident could have been directed there. Ms. Buono said she did direct the resident to that department, the same that is done in other instances and with other departments. Ms. Buono said the resident was upset by the treatment he received and said part of her job is to calm the resident and assist if she can no matter what department they are complaining about. Chairman Galpin said through this it has been brought to light that the W&S Dept. is a department that is in a manner under the Selectmen although they are run by a commission. In the case of the first resident, there was a depreciation factored in and the resident didn't receive the full amount of the estimate to repair the damages. Chairman Galpin said no one is looking at taking on the responsibility of another department. Selectman Fullerton said he had questioned whether or not this has been fixed and if will it happen again? Selectman Fullerton said he spoke with Mr. Parker and was assured it was under control. Mr. Parker said they were never contacted other than the night of the blockage and they have established a program to keep the lines cleared and clean them. Mr. Wiegelman said they can't guarantee it won't happen again but the odds are it won't happen again. Selectman Fullerton said he was pleased to hear they have a program in place. Mr. Wiegelman said he's surprised the insurance company didn't pick up the whole tab. Ms. Buono said the insurance company did what the town pays them to do and that is to have the Town's best interest in mind. All agreed that good communication should take place moving forward.

#### • **OTHER BUSINESS**

Economic Development Committee Appointments – The Board discussed the recommendation to make appointments as recommended. Dave moved to make appointments as recommended by the Economic Development Committee with the exception of changing the Selectmen Ex-Officio from Selectman Fullerton to Chairman Galpin. Motion was seconded by Chairman Galpin. A vote was taken. Motion passed unanimously.

#### **Citizens at Large (5)      Term Expires**

Steven Venezia	June 2016
Jane Williams	June 2016
Doug Hatfield	June 2015
Jack Wells	June 2015
Alan Urquhart	June 2014

#### **Ex-Officio Members**

Russell Galpin	Board of Selectmen
Herm Wiegelman	Planning Board/Water /Sewer Comm/Hillsborough Pride
Laura Buono	Town Administrator
Robyn Payson	Director of Land Use and Economic Development

Zoning Ordinance Changes – Chairman Galpin said he received a copy of the proposed changes to the zoning and finds nothing

objectionable in it although he has an issue when a zoning ordinance states to refer to a RSA. He feels that is a poor way to word them which has the residents look up RSA's. Chairman Galpin said whenever they get a new planner, the employee likes to have things done in the manner they are accustomed to and many things they are doing now is an improvement. This was briefly discussed.

Local River Management Advisory Committee – Ms. Buono said she has paperwork to reappoint Michele Hamm as a representative to the Local River Management Advisory Committee. Selectman Fullerton moved to reappoint Michele Hamm to the Local River Management Advisory Committee. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

Animal Control Officer – Selectman Fullerton asked for an update with regard to replacing the Animal Control Officer. Ms. Buono said that after interviews, there is one candidate that is currently going through the hiring process and according to the Police Chief, is at the physical portion of the process. Chief Roarick will bring the candidate forward to the Selectmen once he is ready to recommend hiring.

- **NONPUBLIC SESSION**

Chairman Galpin moved to go into nonpublic session at 6:42 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Chairman Galpin – yes; Selectman Fullerton – yes; Selectmen Brien-Baker – yes. Motion passed unanimously.

In attendance: Chairman Galpin, Selectman Fullerton, Selectman Brien-Baker, Laura Buono, Town Administrator, Kevin Belanger.

Chairman Galpin moved to come out of nonpublic session at 7:11 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Galpin – yes; Selectman Fullerton – yes; Selectmen Brien-Baker – yes. Motion passed unanimously.

Chairman Galpin moved to seal the minutes. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- **ADMINISTRATOR'S REPORT**

Town Hall Building – Ms. Buono reported that after having a company out of Goffstown come look at the rotted sill area, it was determined that it would be safe to replace the sill without lifting the building. The work is scheduled to be done at the end of the month.

Firefighter Association Fundraiser – Chief Stafford said the firefighters are planning on holding a fundraiser in which they sell calendars with photos of various firefighters. He said there will be no bare-chested employees and he is going to review all the photos prior to the calendar being printed.

Budgets – Ms. Buono reported that she is beginning to meet with department heads this week to review budgets and will continue to do so throughout the month.

PSNH – Ms. Buono stated that she received a call from Laurel Brown of PSNH who said that due to consolidation after the merger of North Star and PSNH, they will be closing the Hillsborough PSNH office by April 2014. At this point it is unsure whether or not Hillsborough will be serviced by Bedford, Keene, or Newport but it will all depend on response time as determined by a study group that has been formed. They will also be looking into how to best reassign the three line crews that are currently housed in the Hillsborough office. Information will be passed on as it becomes available. The Board would like to meet with Ms. Brown to discuss this.

- **MANIFEST MOTION**

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 5775 – 5803 a/k/a Voucher #40 in the amount of \$55,249.93 (includes 46 direct deposit stubs) and Accounts Payable check numbers

8072 - 8177 a/k/a Vouchers #24 & 25 in the amount of \$1,201,304.22. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

\*\* A/P checks include payment to the Hillsboro-Deering School District in the amount of \$685,428.06.

Chairman Galpin moved to authorize the payroll manifest that will be coming through this week to be signed by Town Administrator Buono. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- **APPROVAL OF MEETING MINUTES**

Chairman Galpin moved to approve the meeting minutes of September 24, 2013 as written. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- **ADJOURNMENT**

Chairman Galpin moved to adjourn at 7:40 p.m. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono  
Town Administrator