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## Board of Selectmen Minutes 10/22/2013

Town of Hillsborough  
Board of Selectmen  
Meeting Minutes  
October 22, 2013

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

Guests: Michael Pon, Joyce Bosse, Jim Coffey, Sean Burt

Chairman Galpin opened the meeting at 6:15 p.m.

- **OPEN SESSION**

Sean Burt – Mr. Burt said he is the owner of Tooky Mills Pub and he has heard that there is a new place that is going to come into the building next to his. Mr. Burt voiced some concerns with regard to having another establishment in that area. Chairman Galpin informed Mr. Burt that he is coming to the wrong Board and that he would need to contact the Planning Board. Laura Buono stated that he should call Robyn Payson to find out if there is even a need for a new business to come before the Planning Board. Mr. Burt said he would call Ms. Payson to discuss this.

- **NONPUBLIC SESSION**

Chairman Galpin moved to go into nonpublic session at 6:18 p.m. under RSA 91A:3II (c) reputation. 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.

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

Chairman Galpin moved to come out of nonpublic session at 6:28 p.m. 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.

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

- **JIM COFFEY – EMERALD LAKE**

Inlet Project – Mr. Coffey brought in a copy of the approval from the Wetlands Bureau and the Governor and Council Permit

which expires in 2018. Mr. Coffey stated with the approvals now in place, the job can be put out to bid. Mr. Coffey feels we should contact Fish and Game to get their input on the time of year that would be best to have the project done. Mr. Coffey also said he would like for the Selectmen to support this project to which Chairman Galpin and Selectman Brien-Baker said they did. Chairman Galpin said he was hoping we got the permit and placed out to bid in time for the budget timeframe so there could be as accurate a figure as possible for Town Meeting.

Gravel – Mr. Coffey said he had received a letter from the Selectmen with regard to the \$1,350 in gravel that he had requested the Town pay. Mr. Coffey said there were some inaccuracies in what had been discussed with regard to certain individuals and said he respectfully disagreed with the assessment and believes the Board was misled. Chairman Galpin said he did not misinterpret the information. Selectman Fullerton said the issue is settled so he's not going to make a comment on the subject.

Road Work – Mr. Coffey said they expect to be digging their own roads up next summer.

- **OTHER BUSINESS**

PSNH – Selectman Fullerton said he is concerned with PSNH closing the Hillsborough facility and voiced his opinion on what this could mean to the community. This was briefly discussed by the Board. PSNH is scheduled to come to the next Selectmen's Meeting to discuss this and it was requested of Ms. Buono that surrounding communities and our local state representatives be invited to attend.

- **ADMINISTRATOR'S REPORT**

Budgets – Ms. Buono reported that budgets are coming along and said she has met with various departments and is expecting to meet with a few more this week and next. Preliminary figures will hopefully be given to the Selectmen at the beginning of November. Chairman Galpin said he reviewed the actual budgeted expenses and encumbrances and noticed the overtime in the police department is very high. Selectman Brien-Baker said that's constant. Chairman Galpin said there has to be a way to cut it down. This was discussed. Selectman Brien-Baker suggested they have more part time officers to take up the slack.

Tax Rate Setting – Ms. Buono said that she is waiting for the Department of Revenue to review the financial documents and place Hillsborough in the "ready" cue for the tax rate setting. According to information available, DRA will begin setting tax rates at the end of this week for those municipalities that are ready to go.

Building Inspector/Assistant Code Enforcement Officer – Ms. Buono distributed copies of the advertisement for a Building Inspector who will also work on assisting in code enforcement. The advertisement will be placed out this week and be posted for approximately 2-3 weeks or until a suitable candidate is found.

Health Insurance – Ms. Buono said she received the Guaranteed Maximum Rates (GMR) for the health insurance plans which would be effective in July 2014. Although the rates will be reviewed once again in March, they are guaranteed not to increase more than 10.3%. Ms. Buono said she will be using the GMR for budget purposes since that is the only rate we have thus far.

- **MANIFEST MOTION**

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 5804 – 5897 a/k/a Vouchers 41, 42 & 43 in the amount of \$182,146.91 (includes 188 direct deposit stubs) and Accounts Payable check numbers 8178 - 8250 a/k/a Vouchers 26 & 27 in the amount of \$93,320.52. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- **CONSENT AGENDA**

Chairman Galpin moved to approve the Consent Agenda for October 22, 2013. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Equalization Municipal Assessment Data Certificate
- Intent to Cut – Map 12 Lots 136, 136-1, 136-2

- **APPROVAL OF MEETING MINUTES**

Chairman Galpin moved to approve the meeting minutes of October 8, 2013 as written. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

Chairman Galpin moved to approve the nonpublic meeting minutes of October 8, 2013. Motion was seconded by Selectman Brien-Baker. Motion passed unanimously.

- **NONPUBLIC SESSION**

Chairman Galpin moved to go into nonpublic session at 7:29 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, Joyce Bosse.

Chairman Galpin moved to come out of nonpublic session at 7:41 p.m. 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.

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

- **ADJOURNMENT**

Selectman Fullerton moved to adjourn at 7:42 p.m. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono  
Town Administrator