

Town of Hillsborough
Board of Selectmen
Meeting Minutes
December 10, 2013

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

Guests: Iris Campbell, Jim Coffey, Jim Bailey, Michael Pon, Leigh Bosse, Teresa Caisse, Mike Minichiello.

Chairman Galpin opened the meeting at 5:30 p.m.

1. NONPUBLIC SESSION

Chairman Galpin moved to go into nonpublic session at 5:30 p.m. under RSA 91A:3II (a) personnel. 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; Teresa Caisse; Mike Minichiello.

Chairman Galpin moved to come out of nonpublic session at 6:15 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 of the meeting. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

2. OPEN SESSION

Herm Wiegelman – Mr. Wiegelman said he came tonight to speak for the Planning Board and to request the Selectmen make the Town Planner a full-time position. Mr. Wiegelman said there is a lot of future work to look at now and the town should be proactive versus reactive which is what will happen if the position continues as part time. Chairman Galpin said that Selectman Fullerton has presented this and the Selectmen have taken it under consideration. Mr. Wiegelman said he would like to hear a vote of the Board and said that in the past, the code enforcement took some duties from the Planner which has since been given back. Chairman Galpin said when the past planner was here he did a lot of work the Town Administrator should have done and said past discussion took place to have a Planner/Town Administrator job but after researching it, they found it wasn't feasible. Chairman Galpin said they went with a full-time Administrator and part-time Planner and feels the Planner should stay that way until things pick up. Chairman Galpin would like to know what things should be done that can't be done now ... show the Selectmen these types of things. Mr. Wiegelman said Mike Black is coming to the Planning Board in February and that will take up time. Selectman Brien-Baker said she's inclined not to change the status until she sees it happens and feels the Planner is doing fine with the hours she has. Selectman Brien-Baker said she worked here when Matt Taylor was here and there isn't any additional growth since that time. Selectman Brien-Baker said she can't vote for an increase in hours and said the Economic Development Committee should be encouraging business not the Planner. Mr. Jack Wells said the Planner can't take care of the job description with the hours allotted and feels she needs that extra time because they want to do planning in advance. Chairman

Galpin said he is not calling for a vote tonight one way or another and added that if they can show him what needs to be done that she doesn't have time to do, he may reconsider. Mr. Wiegelman said the EDC needs help and she is the one to do it. Selectman Fullerton said when companies come in they look at everything and they can see the planner is part time and feels that sends the wrong kind of message and said it can be the reason we lose business. Selectman Fullerton moved to make the Planner a full-time position. There was no second to the motion. Chairman Galpin again said that until he sees a valid reason, he won't 2nd the motion or change his mind. Mr. Al Urquhart said the EDC is represented by the best businesses in town and the Planning Board is representative of the best people in town and no one has spoken against it. Mr. Urquhart gave a history of full-time and part-time positions and said he feels if the Planner was full-time, the Town could be going after federal grants and businesses and utilize UNH. Mr. Wells discussed parking. Mr. Wiegelman wanted to verify that there was a motion made and not seconded. Chairman Galpin said yes and said he appreciates them coming to discuss this.

Jim Coffey – Mr. Coffey said it was brought to his attention that his parking habits on Main Street was brought up at the last EDC meeting because he parks for over 2 hours. Ms. Buono said she was at the last meeting and didn't hear the subject brought up. Mr. Coffey said there is a bridge to nowhere and he was the first employee to ever work on that project and said the idea of having the park in that area is nice except that the parking lot is full of unregistered Fords. Chairman Galpin said its public land but it's true. Mr. Coffey went over the history of the area where the bridge is located and said the town cannot sublet the land and if you take public land and use it for commercial purposes, you have to tax it. Mr. Coffey said he would like to see the Town make that land into a public parking lot and said if the Town doesn't do it, he's going to start selling cars there. Mr. Coffey asked if the Board is interested in doing something. Chairman Galpin said he will personally talk to the business owner. Mr. Coffey then said he has a right to know request and Chairman Galpin said there was no need to discuss the content of the request since it should merely be handed in for processing.

3. PUBLIC HEARING – POLE & CONDUIT LICENSES

Chairman Galpin opened the public hearing at 6:40 p.m. and read from a script developed for this hearing. Chairman Galpin read that the Selectmen will be conducting a hearing on a petition to universally amend the pole and conduit licenses the Board of Selectmen has issued for poles and conduits in the public rights-of-way, to require payment of properly assessed property taxes and notify the Town of additional attachers on the poles and conduits, as required by the New Hampshire law. The Board of Selectmen received the Petition on November 15th from Iris Campbell. Chairman Galpin said he will not read the whole Petition out loud because it is lengthy, but that copies are available.

Ms. Campbell was called on to address her Petition. Ms. Campbell said that the amendments proposed are in the public good because they would change the licenses and agreements to comply with the requirements of New Hampshire law by referencing the statutory scheme which authorizes the Town to tax entities with poles and conduits in the public rights-of-way. Additionally, the amendments would require the license holders to notify the Town of additional attachers on the poles and conduits who have perhaps avoided taxation until now. Properly assessing property taxes against all entities using the public rights-of-ways is required under the law and is in the public good. Ms. Campbell went on to reference a couple of court cases and RSA's with regard to this.

Chairman Galpin noted that the Selectmen had received a letter from Public Service Company of NH which is available to the public if anyone would like to read it and will be attached to these minutes. Chairman Galpin summarized the PSNH letter and said that they feel they should not have to supply the Town with the names of attachers since that information is available elsewhere. PSNH said they are not aware of any statute or other provisions of law in NH which authorizes the town of

Hillsborough to compel PSNH to provide this information as a requirement or condition of a pole or conduit license.

Jim Coffey asked to speak and said he's representing the Emerald Lake Village District and said that ELVD has a concern over the amendment of pole licenses that were issued by the Town of Hillsborough for those roads that are District owned. Mr. Coffey went on to state that in the past, the Selectmen have signed pole licenses on roads owned by the District and although it wasn't anything that was thought to be in error, it has come to light that the District Commissioners should be the entity to sign them. Mr. Coffey said it is the District's suggestion that a process be set up to transfer all pole licenses issued by the Town for District roads to the District. There was no objection by the Selectmen with regard to this.

Chairman Galpin closed the public hearing at 6:52 p.m. Selectman Brien-Baker moved to grant the petition to amend the pole licenses and the agreements to use the public rights-of-ways. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

4. PARKS BOARD BUDGET

Jim Bailey came in to discuss the proposed Parks Budget for 2014 which is approximately \$850 less than last year's budget. Various items were reviewed including Beard's Brook and water testing. Selectman Fullerton brought up a suggestion to approve the Town by offering more recreational activities and said he feels the Town needs an employee to handle such things. Mr. Bailey said there is a men's league currently in town that is organized by volunteers and they play on Tuesday and Thursday nights. Mr. Bailey said there was interest for a woman's team and they have played a few nights a week. Years ago this was brought up to another board of selectmen and they're concern was what would this person do in the winter (Nov 2nd – April 1st). Mr. Bailey said HYAA has priority to use their field and that there is an adult softball tournament that takes place there as well. He said things are happening in Town and you have to involve other teams from other towns. Right now the men's league uses Hillsborough and Weare fields and said there is some interest in a woman's league. Mr. Bailey said he speaks to the seasonal employee on a daily basis and the employee knows how to get in touch with him. Mr. Bailey said that although it would probably help to have a staff member to organize, etc., he's not sure there is enough for the person to do. Even though they are considered "parks and recreation", they really maintain the parks and they allow the other entities to run these leagues. Churches and schools contact them as well and most people know how to get in touch with Mr. Bailey. There is a lot of interest in using the pavilion in Manahan and its first come first serve although there may be some need for future scheduling. A brief discussion ensued with regard to facility use and what could possibly be expanded. Chairman Galpin said there is a lot of investigative work that needs to be done before they come up with paid people running programs up there. Leigh Bosse suggested Selectman Fullerton contact Scott Blewett in Sunapee and New London since he can give some insight into a recreation department. Selectman Fullerton feels it would work hand in hand with the work the police do on drugs and youth services does with the youth and can also encourage business but said he agrees that it needs to be looked into more. Selectman Brien-Baker said it seems that more things could possibly be offered during the winter. Selectman Fullerton would like to see more in the winter and summer. Mr. Bailey said he thinks it's all great but it would have been nicer to hear about it at one of their meetings instead of first reading it in the local paper. It should be up to the Park Board so that they know about it before reading about it in the paper. The Board agreed.

Committee membership and quorums were also discussed. Mr. Bailey said they have 4 people on the Board and said Deb Hamel has an interest and they may be appointing Cathy Bennett. Selectman Brien-Baker said she would be willing to be an ex-officio if they need a member to bring information back to the Selectmen. Mr. Bailey said they only handle maintaining the parks and he feels they can do it with 5 members and doesn't feel they need 7 members.

5. OTHER BUSINESS

Conservation Commission Appointment – Ms. Buono presented the Selectmen with a request for the Conservation Commission that Richard Head be re-appointed to the Commission. Chairman Galpin moved to appoint Richard Head to a 4 year term on the Conservation Commission. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Conservation Land – The Selectmen reviewed the draft Purchase and Sales agreement for a parcel of land which the Conservation Commission would like to purchase. It was discussed that at a previous Selectmen's Meeting, the Chairman of the Conservation Commission had said if the purchase price was lowered to the valuation amount, the entire amount could be paid out of the Conservation Fund. It was also brought up that there was a request by the Commission to increase the amount of money that goes into the fund from the land use change taxes. The Board would like to find out what the current balance of the Conservation Fund is and why the proposal isn't to pay the entire amount out of that fund instead of asking the voters to pay half.

Senior Activities Committee - Chairman Galpin moved to appoint Barbara Cavanaugh to replace Mrs. Laisse on the Senior Activities Committee and to appoint Marie Merrow as an at large member. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

6. MANIFEST MOTION

Chairman Galpin moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 6042 - 6104 a/k/a Vouchers 49 & 50 in the amount of \$138,446.11 (includes 121 direct deposit stubs) and Accounts Payable check numbers 8439 - 8510 a/k/a Voucher #30 in the amount of \$1,266,046.92. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

** A/P Checks include a payment to the Hillsboro/Deering School District in the amount of \$635,166.52 and to The County of Hillsborough in the amount of \$588,213.00.

7. CONSENT AGENDA

Chairman Galpin moved to approve the Consent Agenda for December 10, 2013. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Current Use Applications – Map 9 Lots 43 & 46
- Intent to Cut – Map 4 Lot 51

8. APPROVAL OF MEETING MINUTES

Chairman Galpin moved to approve the meeting minutes of November 26, 2013 as written. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

9. NONPUBLIC SESSION

Chairman Galpin moved to go into nonpublic session at 8:22 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.

Ms. Buono informed the Selectmen that she had conducted interviews on the five candidates for the building inspector position and has a candidate she would like to present to the Board at their next full meeting.

Selectman Brien-Baker moved to come out of nonpublic session at 8:40 p.m. Motion was seconded by Chairman Galpin. 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 of the meeting. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

10. ADJOURNMENT

Chairman Galpin moved to adjourn at 8:42 p.m. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Board of Selectmen

Date: _____

Russell Galpin, Chairman

David N. Fullerton, Selectman

Wendy Brien-Baker, Selectman