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Board of Selectmen Minutes 04/22/2014

Town of Hillsborough
Board of Selectmen
Meeting Minutes
April 22, 2014

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

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

In Attendance: Michael Pon, Joyce Bosse, Dana Brien, Russ Galpin, Gail Crimmins, Bill Goss, Carmyn Young, Yvonne Wiegelman, Marjorie Porter, Jim Coffey, Gill Shattuck, Gary Sparks.

- **NONPUBLIC SESSION**

Chairman Fullerton moved to go into nonpublic session at 6:00 p.m. under RSA 91A:3II (b) hiring. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Chairman Fullerton – yes; Selectman Brien-Baker – yes; Selectman Urquhart – yes. Motion passed unanimously.

In attendance: Chairman Fullerton, Selectman Brien-Baker, Selectman Urquhart, Laura Buono, Town Administrator, Gail Crimmins.

The Board met with Gail Crimmins to discuss the Deputy Treasurer position with Ms. Crimmins.

Chairman Fullerton moved to come out of nonpublic session at 6:10 p.m. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Chairman Fullerton – yes; Selectman Brien-Baker – yes; Selectman Urquhart – yes. Motion passed unanimously.

Chairman Fullerton moved to appoint Gail Crimmins as Deputy Treasurer. Motion was seconded by Selectman Urquhart who added that he would like to make the appointment for a 1 year term. Chairman Fullerton accepted that amendment to the motion. A vote was taken. Motion passed with a vote of 2 in favor and 1 (Selectman Brien-Baker) opposed.

- **OPEN SESSION**

Bill Goss (Highway Department) – Mr. Goss came before the Selectmen to discuss the purchase of a cold planer that goes on the front of a bobcat which they currently rent every year at the rate of \$3,500/day. Mr. Goss said a cold planer is used to cut and grind down tar when doing roadwork and he needs it for road jobs, the transfer station and another job this year. Mr. Goss said there is a skid steerer at the Transfer Station they can use and we can buy one of these machines for \$18,000 versus renting the machine each year. Mr. Goss said we're going to spend the money whether we rent the machine or purchase it. Mr. Goss feels it will pay for itself mostly this year since he expects we will spend \$10,000 - \$12,000 this year. Selectman Urquhart feels we need a progressive way to spread things out and Ms. Buono stated that the Department Heads are working on an updated Capital Improvement Plan (CIP) for equipment purchases. Ms. Buono said that historically the Town has not funded the CIP

progressively. Capital Reserve Funds were briefly discussed. Ms. Buono said the Department Heads are reviewing the current CIP and updating their needs and pricing and she is putting together the revenue aspect of it to present to the Selectmen during the next budget process. Selectman Brien-Baker asked if Mr. Goss is able to find the extra money in his budget to make up the difference between what is budgeted for equipment rental and the purchase of the equipment. Mr. Goss feels we shouldn't spend the money on renting it and if we own it, it will be at our disposal and we'll be able to cut some costs out of projects since we will be able to do it ourselves. Mr. Goss will get some quotes. Selectman Brien-Baker moved to have Mr. Goss to get some quotes for a cold planer to bring back to the Board. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Selectman Urquhart said he was happy to hear that Ernie Butler and Miles Carter went to a class today on culverts. The Selectmen are appreciative of the employees furthering their training through seminars and classes.

Sidewalk – Mr. Goss said the sidewalk in front of Dutton house is in terrible shape and really is no place to put a sidewalk. Mr. Goss said it is broken off and not very wide, but even with a retaining wall you will still be 4' above traffic and if someone tripped and fell off the end, they would fall into traffic. Mr. Goss suggests the discontinuation of the sidewalk in that area since there is one on the other side of the road and there is a crosswalk in place already. The area was discussed. Selectman Brien-Baker moved to allow Mr. Goss to discontinue the sidewalk in front of the Dutton twins at his discretion. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Russ Galpin – Mr. Galpin suggested that the Selectmen should send a thank you letter to Bob Hill.

• **JIM COFFEY – STONE BRIDGE PARK**

Marjorie Porter spoke on Mr. Coffey's behalf and said they are here tonight to avoid what they perceive as potential problems in the future by the Stone Arch Bridge Park a/k/a the bridge to nowhere. Ms. Porter went on to give her opinion with regard to the bridge, the encroachment agreement between the Town and State (since the State of NH owns the land) and said there were plans at one time to put a park and kiosk in that area. Mr. Gill Shattuck also gave a brief history of the area. Chairman Fullerton said that at one time the Camber was going to build a kiosk but there have been a number of changes. Mr. Coffey gave a history of the concept behind having a park. Selectman Urquhart discussed the manner someone gets from the actual parking area which is on the side of the river that the bridge does not meet, to the actual bridge. A person has to park, walk up to the road, walk around and then over to the side that has the bridge. Ms. Buono pointed out that there hasn't been money allocated to create a park at that location and questioned whether or not that is an actual destination site for Hillsborough since it is surrounded by commercial businesses and traffic.

• **DANA BRIEN – SENIOR ADVISORY COMMITTEE**

Dana Brien, Senior Affairs Officer met with the Selectmen to give an update on how the first year went with the Senior Advisory Committee (SAC). Ms. Brien said it's her understanding that the SAC is an advisory committee with regard to the funds that the residents of Hillsborough vote for the senior activities in Town. Ms. Brien said she's not sure that has been made clear to the SAC and feels it's important for the Selectmen to make their expectations clear and who is ultimately responsible to track the money.

Selectman Brien-Baker asked how long Ms. Brien has been dealing with senior activities. Ms. Brien stated that she her employment status was changed to full time in 2008 to add Senior Services to her Welfare Director duties. Ms. Brien gave a brief history of how the Greater Hillsborough Senior Services (GHSS) was born out of a grass roots campaign from seniors in 2011. In 2012 the voters voted to use \$250 to explore the needs and expectations of the seniors in the community. As a result there was a warrant article to allocate \$5,000 in 2013 and to establish the SAC. Ms. Buono said that the SAC is a town committee and the GHSS is a separate nonprofit organization and one of the concerns she has is the blurred line between the two. Ms. Buono said that she is concerned about money that should be coming to the Town being deposited into the GHSS account and cited the two advertisements that sold in the senior newsletter. The newsletter is a town funded project and any money from advertising should be deposited to offset the cost yet GHSS took the money and deposited in their account. Ms. Buono said she does not agree with this and wanted to put it before the Selectmen. Ms. Buono said that there were discussions in the past with regard to a "trip fee" being called a "donation" so that GHSS would be able to keep the money versus depositing it in the Town to offset trip costs. A discussion ensued with regard to the SAC and the GHSS. Mr. Russell Galpin said there have been problems with the Chairman of both committees who are one in the same person to keep things separate. Mr. Galpin is concerned that the Selectmen's vote to only use the money raised at Town Meeting to offset Hillsborough residents will be damaging to the relationship between Hillsborough and Deering. Ms. Buono said the Board didn't have a discussion with regard to Deering residents and verified that there are other residents from other communities besides Deering. The question that Ms. Brien posed was whether or not

Hillsborough funds were to be used for Hillsborough residents only and again, Deering was not discussed. Selectman Brien-Baker said that it's the Selectmen's prerogative to make the decision to use town funds for town residents only. Deering gives \$2,000 to GHSS for senior services. Ms. Brien said that the money that has been given to senior services (SAC) is Hillsborough taxpayer money and it's important to make sure the money is tracked properly and it is being spent appropriately. Ms. Brien said GHSS's mission is a strong essential mission but cannot supersede the need to act appropriately with money. This was briefly discussed with regard to deposits and information that has been requested to support funds being submitted for deposit. Selectmen Brien-Baker said she has a huge issue with an advisory committee wanting a member to make decisions with Town funds because it's Ms. Brien's job to do that. Selectman Brien-Baker read a motion at the last SAC meeting which was to allow the SAC Chairman to make all final decisions on matters concerning and affecting the seniors of Hillsborough after he/she consults with SAC and GHSS. Selectman Brien-Baker asked why they would have to consult with GHSS but it's not happening. There has to be a control and that job is Ms. Brien's and if she has a question she would bring it to Ms. Buono. Selectman Urquhart said he agrees. Chairman Fullerton said there is an open position for a Selectman representative on the SAC but said he doesn't have the time. Selectman Brien-Baker is not able to make the meetings since they are during the day. It was suggested that there be a list of criteria drawn up. Ms. Brien said there are guidelines that were adopted. Meeting attendance was discussed. Ms. Buono said she feels the Selectmen need to decide if the SAC board should be the same people as the GHSS which they are now. Ms. Buono said she had hoped members of the SAC would be present for this discussion and that was the purpose they were notified of the meeting last Friday. Ms. Buono said all the members have been involved for a long time and there is a fine line between alienating people who have been working with these services. She said it's relatively new to have this kind of money available for these services and they want to make sure the spending of the money is being done in the right way. Ms. Buono said she was not in agreement with how some of the funds were spent last year and feels it's helpful to hear what the Selectmen would like to see the money used for to benefit the most seniors. Selectman Urquhart said they have such dedicated seniors but he is very concerned about the money and the two different boards. Ms. Brien said it's not an ethical issue but things need to be done appropriately with respect to the fact that its taxpayer funds. Chairman Fullerton said he would like to see both Mr. Galpin and Ms. Buono attend the meetings. Selectman Brien-Baker said she is okay with giving Mr. Galpin a one year term if he is willing to drop off GHSS because they still need to sort out the rest. Mr. Galpin said he can drop off it as a voting member. Selectman Brien-Baker moved to appoint Mr. Galpin to a one-year term to the SAC. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

• **OTHER BUSINESS**

DAR Collection – Before the Selectmen began their discussion continuation on the DAR Collection from the previous Selectmen's Meeting, Chairman Fullerton invited Yvonne Wiegelman to make a comment since she had requested to do so during the Open Session portion of the meeting. Mrs. Weigelman said it's her opinion that neither one of the buildings being discussed (Fuller Library and the Heritage Museum) offer an advantage. She said it's her opinion that the Fuller library is better because it's sprinkled and perhaps offers better security and she feels there is less room at the museum. Laura Buono offered her opinion as to the conditions the DAR Collection is being stored in currently and said that there are many pieces not protected from the dust, light, bugs, etc. Selectman Brien-Baker said she doesn't feel the Library is safe the way it is adding that it's not secure, protected or clean enough where it is right now and they need to figure it out. Selectman Urquhart said he feels the upstairs of the Library should be a Town Hall. Gary Sparks gave a brief history of the collection and Carmyn Young reiterated comments she had made at the last Selectmen's meeting. Selectman Brien-Baker would like to see the committee reestablished and would like to see members come forward with letters of interest so they can find the right solution. She is not sure the museum is the best place but with the security system there its better and she feels there is room. Selectman Brien-Baker said she would like to discuss it with a committee who will be taking care of the collection moving forward. She said it's her opinion that even if there were people on the committee before, they would still have to submit a letter requesting to be placed on the new committee. Selectman Urquhart concurred. Selectman Brien-Baker moved to establish a new committee for the DRA Collection. The motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Meeting Protocol – Chairman Fullerton said he feels the Selectmen should say the Pledge of Allegiance before each meeting. Selectman Urquhart commented that he doesn't know what group would be against it. Selectman Brien-Baker said she is on the fence over it. Joyce Bosse said most of the Towns they cover say the Pledge. The Board will begin saying the Pledge of Allegiance at the next meeting.

Committee Alternates – Chairman Fullerton said in the past whenever someone has volunteered, the appointments were rubber stamped and there have been some volunteers who may not have acted in the best interest of the Town. Both Selectmen Brien-

Baker and Selectman Urquhart agreed there should be letters of interest from the volunteer and the Board should meet each one. Chairman Fullerton said he doesn't feel they should be filling alternate positions without meeting people. Moving forward, when current volunteers and alternates expire, they will be asked in writing if they want to be reappointed and they will be asked to send back their response and go from there.

Connolly Timber Tax Abatement – Ms. Buono explained that a property owner had recently done a timber cut and wanted the Selectmen to consider an abatement of a portion of the amount. Ms. Buono said the rates that are used are set by the State and wouldn't recommend an abatement. Ms. Buono also said that although Ms. Connolly was guided as to what information to submit in order to request an abatement, she only submitted a list of her expenses associated with the cut. The Board reviewed what Ms. Connolly submitted. Ms. Buono advised the Board that if they wish to deny the request, they should make a motion to approve and vote it down. Selectman Urquhart moved to approve the timber tax abatement. Motion was seconded by Chairman Fullerton. A vote was taken. Motion failed by a vote of zero in favor and three opposed.

Kona Ice – Selectman Urquhart said the Town doesn't need the type of press that came from the Kona Ice article in the newspaper and said that little stones end up being big mountains and he feels this could become a mountain. Feels everyone is trying to work together and this goes back to the days when it was anti-business. Selectman Urquhart feels that the article makes it sound as if a committee chairman or department heads rule the Selectmen. Selectman Brien-Baker said she doesn't feel it was denying or pushing business out. She said they are not opening a business to bring jobs and revenue they want to come in and leave. Selectman Brien-Baker said the money would go to HYAA and they don't want it. Selectman Brien-Baker said if you let this one in, we would have to let everyone in and said she would rather see someone set up a concession stand and doesn't feel its anti-business. Chairman Fullerton said he thinks this is the tip of the iceberg and they need a nonpublic session to discuss some issues. Selectman Urquhart feels that a commission should not be allowed to tell the Selectmen what to do and feels the procedure needs to be reviewed. Selectman Brien-Baker said they are just going by what is in place.

The Selectmen wished to discuss persons involved and Chairman Fullerton moved to go into nonpublic session at 8:28 p.m. under RSA 91A:3 II (c) - reputation. Motion was seconded by Selectman Urquhart. A roll call vote was taken. Chairman Fullerton – yes; Selectman Brien-Baker – yes; Selectman Urquhart - yes. Motion passed unanimously.

Chairman Fullerton moved to come out of nonpublic session 8:40 p.m. Motion was seconded by Selectman Urquhart. A roll call vote was taken. Chairman Fullerton – yes; Selectman Brien-Baker – yes; Selectman Urquhart - yes. Motion passed unanimously.

Chairman Fullerton moved to seal the and restrict the minutes per RSA 91 A:3 III. Motion was seconded by Selectmen Brien-Baker. A vote was taken. Motion passed unanimously.

- **MANIFEST MOTION**

Chairman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 6715 - 6770 a/k/a Vouchers 16 & 17 in the amount of \$123,042.97 (includes 124 direct deposit stubs) and Accounts Payable check numbers 9355 - 9470 a/k/a Voucher #11 in the amount of \$123,540.05. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- **CONSENT AGENDA**

Chairman Fullerton moved to approve the Consent Agenda for April 22, 2014. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Gravel Tax Levy – Map 7 Lot 196
- Intent to Excavate – Map 7 Lot 71 & Map 7 Lot 196
- Veterans & Disability Tax Credit – Map 8 Lot 92

- **APPROVAL OF MEETING MINUTES**

Chairman Fullerton moved to approve the meeting minutes of April 8, 2014 as written. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- **ADJOURNMENT**

Selectman Brien-Baker moved to adjourn at 8:42 p.m. Motion was seconded by Selectmen Urquhart. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Board of Selectmen

Date: _____

David N. Fullerton, Chairman

Wendy Brien-Baker, Selectman

Alan Urquhart, Selectman