

Town of Hillsborough P.O. Box 7, 27 School Street, Hillsborough, NH 03244  
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## Board of Selectmen Minutes 05/27/2014

Town of Hillsborough  
Board of Selectmen  
Meeting Minutes  
May 27, 2014

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

Chairman Fullerton opened the meeting at 5:30 p.m at the Stonebridge Park by Hillsboro Ford so that the Selectmen could take a look at the area that has been the object of discussion.

In Attendance: Michael Pon, Chuck Geddes, Pat Matheson, John Segedy, Leigh Bosse, Joyce Bosse, Jane Butler, Jean Gannon, Christina Chadwick, Gary Sparks, Alan Dobrowolski, Peter Brigham, Yvonne Wiegelman, Brett Cherrington.

- **OPEN SESSION**

There was no public comment.

- **HISTORIC COLLECTION COMMITTEE DISCUSSION**

The Board of Selectmen spoke with Jane Butler, Jean Gannon, Christina Chadwick, Alan Dobrowolski and Gary Sparks about their interest to be involved with the cataloging and preservation of the DAR Collection as well as the other town owned historic collections.

- **OTHER BUSINESS**

Parks and Recreation – The Selectmen held a discussion with regard to a proposed parks and recreation reorganization plan that was brought up by Selectman Urquhart. For discussion purposes, Selectman Urquhart distributed a draft copy of what his ideas were for the duties and responsibilities for both the Parks Board and for the recreation portion moving forward. Selectman Urquhart would like to see Peter Brigham placed in charge of the overseeing of the parks facilities and the recreation aspect of the job and combine it with the youth services he currently handles. Mr. Brigham has an education that had a focus on recreation and in the past was in charge of all aspects of recreation at a community center in Laconia. Selectman Urquhart said he would like to see youth services, recreation and the schools have a better relationship. The Selectmen discussed the reorganization proposal with Selectmen Brien-Baker voicing concern over not allowing the current Parks Board to continue to move forward with working on updating policies and procedures. Selectman Brien-Baker said she is in full agreement with Mr. Brigham with regard to keeping the general park maintenance with the Parks Board and noted that she has only had two meetings with the Board since she was appointed ex-officio. After more discussion the Board decided that Mr. Brigham and Ms. Buono should work on the duties and objectives for the Recreation Director.

Kemp Park Request – A letter was received from the Kemp Park Committee with regard to maintaining the grass at the Parks department to cut grass. Where are the trucks and has anything been done with them. Can the school help out on this?

Smith Building – Selectman Urquhart stated that at the last Economic Development Commission meeting, there was discussion

with regard to a future community center. He said that he would like to see the second and third floor of the Smith Building remodeled for town offices if possible. Selectmen Urquhart outlined his reasoning and said that he hasn't spoken to the Library Trustees because he wanted to bring it to the Selectmen first. Selectman Urquhart said that the elevator shaft is in place and needs a little work and there needs to be an outside fire escape that he is aware of. Selectman Brien-Baker gave a history of the town offices being in the library previously and moving them to the carriage house. Pat Matheson who is a Library Trustee briefly discussed the makeup of the library building and the Selectmen briefly discussed what may be needed could cost more than expected. Selectman Urquhart asked Ms. Buono to find out how much has been spent on the Smith Building over the last 5 years.

- **ADMINISTRATOR'S REPORT**

Red Fox Crossing – Ms. Buono reported that the restoration plan that was submitted via our engineer for the property on Red Fox Crossing, has been accepted by the Department of Environmental Services.

Contention Pond – Ms. Buono said that a couple of meetings back the Selectmen asked about access to Contention Pond. Ms. Buono said that based on the map printout that she found online there doesn't appear to be any public water access but you can walk down to the water. This was briefly discussed.

Highway Department – Ms. Buono stated that Bill Goss has submitted three projects he would like to have done at the Highway Department using funds from the new Capital Reserve Fund (CRF) for building repairs and maintenance. One is for a ventilation fan in the amount of \$1,673.55; Another is exterior power washing, scraping, sanding and painting \$5,000; and the last one is a backup propane furnace for the 2<sup>nd</sup> garage \$4,458.89. The Selectmen wanted to wait to hear from other departments before approving any projects that will come out of the CRF.

Stonebridge Park Site Walk – The Selectmen conducted a site walk of the Stonebridge Park at 5:30 this evening. Selectman Brien Baker said that she will bring up the mowing by the bridge to the Parks Board and Ms. Buono will reach out to the owners of Tire Warehouse about allowing parking for anyone visiting the bridge. If agreed to, this will probably be done under a memorandum of understanding that the Selectmen will have to agree to.

Beards Brook Swimming Area – Chairman Fullerton asked Selectman Brien-Baker to bring up to the Parks Board need a bathroom facility (porta-potty) is needed at Beards Brook. Would like to get 3 water testing kits and would like to take water samples from the two brooks and from the swimming hole and go from there. The Board approved of the ordering of water testing kits.

Conservation Commission – Brett Cherrington, Chairman of the Conservation Commission informed the Board that they have had some surveying work done at Pattanode Marsh where the Town has two 50' wide access corridors to them. Mr. Cherrington said that they have had some suspicion that there were encroachments in this area and the survey confirmed that. Mr. Cherrington said that on the side of Madison circle there is half of a small shed on town property. Mr. Cherrington said the other side is a finished landscaped lawn and a garage has been built closer than the required setbacks. There is also a partial paved driveway with a basketball hoop. Ms. Buono will contact Me. Mellon and ask him to forward information on the properties that have encroached on the corridors.

- **MANIFEST MOTION**

Chairman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 6846 - 6905 a/k/a Vouchers 21 & 22 in the amount of \$128,191.37 (includes 128 direct deposit stubs) and Accounts Payable check numbers 9572 - 9671 a/k/a Vouchers 13 & 14 in the amount of \$152,915.29. 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 May 27, 2014. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Cemetery Deeds – Sharpe and Gernat
- Intent to Cuts – Map 8 Lot 98-1 & Map 8 Lot 97
- Petition & Pole License – Center Rd.
- Yield Tax Levys in the amount of \$695.00; \$609.25; \$2,211.67; \$6,369.70; \$899.08
- Gravel Tax Levys in the amount of \$576.00 & \$40.00
- EDC Updated Bylaws (Adding the Superintendent of Schools)

- **APPROVAL OF MEETING MINUTES**

Selectman Brien-Baker moved to approve the meeting minutes of May 13, 2014 as written. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

- **ADJOURNMENT**

Selectman Brien-Baker moved to adjourn at 7:55 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: June 10, 2014

David N. Fullerton, Chairman

Wendy Brien-Baker, Selectman

Alan Urquhart, Selectman