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Board of Selectmen Minutes 06/10/2014

Town of Hillsborough Board of Selectmen Meeting Minutes June 10, 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, Peter Brigham, Jim Bailey, Jane Butler, John Segedy, Marilyn Jost, Herbert Fredericks, Alan Ager, Sally Jones, Rosemary Urquhart, Alan Kingsbury, Jim Bailey, David Roarick, Yvonne Wiegelman, Leigh Bosse, Paul Rosa, Wyatt Gould.

- **OPEN SESSION**

John Segedy – Mr. Segedy said he sent an email a week or two ago with regard to the Trustees of Trust Funds following RSA 91A and said he spoke with Doug Hatfield as well. Mr. Segedy said it's been a couple of weeks and he hasn't heard from them. Since they are subject to 91A, he wants to make sure the minutes are available and meetings are posted. Mr. Segedy then brought up the Zoning Board of Adjustment advertisement for alternates and said he had responded to it and was not sure when the Selectmen are going to take action.

- **HISTORIC COLLECTION COMMITTEE**

The Board of Selectmen spoke with Marilyn Jost and Paul Rosa with regard to their interest in assisting with the historic collections. A discussion was held with regard to whether or not to form a new Selectmen's committee versus simply having a group of volunteers that work on cataloging and preserving the collections. Ms. Buono stated that not having a formal "committee" would allow the volunteers to work on the collection without having to post under 91A especially since the area the collection is currently stored is not handicap accessible and would pose a problem being open to the public. Ms. Buono said that since the Selectmen will be making the decision as to where to store the collection (DAR) in the future, there wouldn't be any decision being made by a committee. Ms. Buono suggested that since the Historical Society currently has possession of two other town owned collections, the Selectmen may want to consider having them lead the project and have them contact the volunteers to assist with the cataloging and preservation of the DAR Collection as well. The Selectmen agreed and Selectman Brien-Baker said she just wants to make sure the Selectmen name a person or group responsible. Selectman Urquhart would like periodical updates. Ms. Buono said that the Selectmen should require updates with a list of items at the very least for insurance purposes. Selectman Brien-Baker said it would be her opinion that the collection gets stored in one place that the Selectmen decide and it doesn't go any other place without the Selectmen's permission. RSA 91A was briefly discussed.

At the end of the Selectmen's Meeting after another lengthy discussion with regard to the Selectmen being responsible for the collection and the handling of such a collection with the understanding that the Selectmen give permission as to where the collection is stored and/or displayed. Ms. Buono said it comes down to whether or not the Selectmen want this collection handled in the same manner the other two town collections are handled which is by the Historical Commission or do they want to form a separate committee. If they want a separate committee, what is the charge other than to catalog and preserve the items considering the Selectmen are retaining authority to make decisions as to what happens with the collection? The Historical Society has the software and are in the process of updating the software through their own budget. Selectman Urquhart moved to allow the

Historical Society be the supervising body for the DAR Collection and to decide who they would like to ask to assist with the cataloging and preservation. Selectman Brien-Baker said the Selectmen can have a meeting in the future with the Historical Society to discuss a plan of action they come up. Alan moved to allow the Historical Society to handle the collection and deciding who they would like on the work group. Motion was seconded by Chairman Fullerton. Motion passed unanimously.

The Selectmen also agreed to allow Alex Ager to place a plaque on the old police station as he requested.

- **LIONS CLUB CIRCUS DISCUSSION**

Selectman Brien-Baker said that at the last Park Board meeting there was no representative from the Lions Club there to discuss parking and said there doesn't appear to be a parking plan. Leigh Bosse said the Lions Club is willing to work with every reasonable restriction on parking providing that the Balloonfest is subject to the same restrictions. Selectman Brien-Baker said that this is about the circus not the Balloonfest. Mr. Bosse said when they determine where the circus is setting up, they can figure where the parking will be. Chief Roarick said that from his standpoint, they need to identify where the parking will be sooner rather than later and said they need to know what lots are identified for parking and whether or not they can park on the field. Selectman Urquhart said he feels they should be able to get together and figure this out. Selectman Brien-Baker said the Parks Board has requested the parking plan previously and said she doesn't care about the balloonfest or that it's close to the balloonfest. Said all she wanted was a cohesive discussion for the parking yet they don't have that and said she's not trying to make a big deal of this. The parking was discussed further. Alan Kingsbury said the cars are not allowed to park on the grass area of the field but they can around the field. Chief Roarick said he has to know ahead of time and they can't wait until the day before because they have 3,000 people for each show and they need to have lots identified ahead of time. Mr. Herm Fredericks said you're going to have fewer vehicles then people and doesn't feel the issue is as great that they are talking about. At the end of the discussion, it was decided that the Lions club will get together with the Police chief to address the parking.

- **PARKS BOARD DISCUSSION**

Chairman Fullerton stated that the Parks Board sent forward a recommendation for Cathy Bennett and Amy Collins to be appointed to the Parks Board and said he has reservations about having Ms. Bennett as a member since she is a paid employee of the town working for the Parks Board. Chairman Fullerton said they had spoken in the past about having Peter Brigham on the Board as a voting member and since the Town of Deering pays Hillsborough, he had suggested having a Deering resident on too. Jim Bailey spoke and said he feels someone has to be a resident of Hillsborough to be appointed to the Board and was told that it is legal. Ms. Buono stated that when it is a Selectmen's committee in an advisory capacity, it is legal for the Selectmen to appoint anyone to the committee. Mr. Bailey said that Amy Collins had requested to be more involved and Ms. Bennett comes to all the meetings in the summer. Possible conflict of interest was discussed with regard to performance reviews and budgets. Ms. Buono said if they were discussing a raise in salary and Ms. Bennett was on the Board, she would have to recuse herself from such a discussion. Chairman Fullerton said that he had contacted the Local Government Center and Ms. Buono is right, it's not a conflict of interest to have Ms. Bennett on the Board. He would still like to see a resident of Deering on the Board and its nothing against Ms. Bennett. Recreation was brought up and Mr. Bailey asked what the problem is with recreation. They run a men's and women's league; HYAA runs programs and Parks Board runs a summer program. Chairman Fullerton said the HYAA and summer program all do an awesome job but he feels more can be done. This was briefly discussed. Chairman Fullerton moved to appoint Peter Brigham to the Parks Board. Motion was seconded by Selectman Urquhart. Chairman Fullerton and Selectman Urquhart voted in favor with Selectman Brien-Baker opposed. Mr. Bailey said he and Peter Brigham have worked together for years and he runs programs through the youth services and he doesn't see that changing and doesn't see any point in making this change. Mr. Bailey said he doesn't have a problem with someone from Deering but wanted to know how long they should wait for a name. Selectman Urquhart moved to appoint Bridget Howell as an alternate to the Parks Board. Motion was seconded by Chairman Fullerton. Selectman Brien-Baker did not vote or abstain.

- **OTHER BUSINESS**

Building Repairs and Maintenance – Ms. Buono reviewed a few items that the various departments are looking into with regard to maintenance repair items for town buildings. The Transfer Station is looking into security cameras, roofing for the 61 Main Street and 2 Church Street, a generator for the fire station and some roofing and spray foam insulation for the police station as well as gutters. Chief Roarick discussed the roofing and insulation issue. The money for these various issues will be taken from the Capital Reserve Fund. The Selectmen briefly discussed these items. Selectman Urquhart moved to approve the highway department repair items presented (painting, ventilation, and backup heating) with an estimated cost of \$13,000 total. Motion was seconded by Chairman Fullerton. Motion passed unanimously.

Request to Metal Detect on Town Property – Ms. Buono stated that an individual has requested permission to use his metal detector on Town owned property by Shaw's Market. Since the land is in conservation, the Selectmen sent the request to the Conservation Commission for their approval or denial.

Exterior Finish Carpentry Repairs on Library – Ms. Buono presented the Selectmen with a quote from LJM Construction to complete the carpentry project on the Smith Building that began last year. The work to be done is the exterior finished carpentry repairs. Selectman Urquhart moved to approve the quote as presented. Motion was seconded by Chairman Fullerton. A vote was taken. Motion passed unanimously.

Electric Rates – Ms. Buono discussed that in the past, the Town had contracted with North American Power for reduced electrical rates and as part of that, the Greater Hillsborough Senior Services earned \$1/meter that the town owned. Recently the prices changed and there are a couple of companies offering lower rates. Ms. Buono said if the Town goes with another company the GHSS would lose approximately \$23/month however, the Town would save more money than that on our budget. The Board agreed that Ms. Buono has the authority to shop for reduced rates to save the Town money without having to continue to come back for approval each time.

Inventory Form – The Department of Revenue sent their annual form to municipalities with regard to using the inventory forms for all households. Hillsborough hasn't used the forms in the past few years due to statistical updates and revaluations. Selectman Urquhart moved to check the "will not" be using the forms box on the DRA letter. Motion was seconded by Chairman Fullerton. A vote was taken. Motion passed unanimously.

Zoning Board of Adjustment – Selectman Brien-Baker moved to appoint John Segedy and Russ Galpin as alternates to the ZBA. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed with two in favor and one abstention (Chairman Fullerton).

- **MANIFEST MOTION**

Chairman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 6907 - 6965 a/k/a Vouchers 23, 23A & 24 in the amount of \$147,293.86 and Accounts Payable Check numbers 9672 - 9769 a/k/a Voucher # 15 in the amount of \$810,167.85. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to HDSD in the amount of \$631,166.54

- **CONSENT AGENDA**

Chairman Fullerton moved to approve the Consent Agenda for June 10, 2014. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Cemetery Deeds – Powers
- PA-28 Response to DRA
- Abatement in the amount of \$13,003.16 due to transfer error
- Petition & Pole License – Mountainside Drive

- **APPROVAL OF MEETING MINUTES**

Selectman Urquhart moved to approve the meeting minutes of May 27, 2014 as written. Motion was seconded by Chairman Fullerton. A vote was taken. Motion passed unanimously.

- **ADJOURNMENT**

Selectman Brien-Baker moved to adjourn at 8:00 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