

Town of Hillsborough P.O. Box 7, 27 School Street, Hillsborough, NH 03244
Phone: (603) 464-3877 Fax: (603) 464-4270



Board of Selectmen Minutes 07/08/2014

Town of Hillsborough
Board of Selectmen
Meeting Minutes
July 8, 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.

Chairman Fullerton asked everyone to rise for the Pledge of Allegiance.

In Attendance: Michael Pon, Peter Brigham, Jim Bailey, Jane Butler, John Segedy, Marilyn Jost, Joe Tomacchio, Susan Kingsbury, Connie Sampson, Cathy Bennett, Matt Sampson, Greg Crotto.

- **OPEN SESSION**

Joe Tomacchio – Mr. Tomacchio asked the Selectmen how they felt about him bringing his hot dog stand on a temporary/trial basis for the remainder of this season since the season is short. He said he would like to see what the feedback is. The Selectmen discussed what they would like to have in place in order to grant permission. Along with Mr. Tomacchio having his state licenses and insurance in place, the Selectmen decided that he should also get a note from the Men's Softball League stating that they would like to have him there during their games.

Susan Kingsbury – Ms. Kingsbury would like to know what the Board's reasoning is behind wanting to change the recreation department. Chairman Fullerton stated that he feels the Town can have more activities for the same amount of money.

Connie Sampson – Ms. Sampson made a comment that activities that are currently being offered under the Youth Services program are not any that her children would attend.

Cathy Bennett – Ms. Bennett said it is coming across that everything having to do with the recreation change is being done behind the scenes and secretly. She said she feels the parks board is being slapped in the face and feels they are not being treated with respect.

Matt Sampson – Mr. Sampson asked what does Hillsborough's program not offer that other town's offer. Chairman Fullerton listed a couple of sports and said that he would like to see more sports.

Greg Crotto – Mr. Crotto said that there is talk on the street that the new director's position is a paid position. He was told that the new responsibilities will be added to a salaried employee's job duties and there is no additional pay involved.

Selectman Brien-Baker stated that it is her opinion that part of the reason why the parks board hasn't been able to do what they need to is because the past boards of selectmen haven't supported them and she feels it's been the fault of previous boards.

- **NhSOLAR GARDEN**

Andrew Keller and John Munn met with the Selectmen to discuss a proposal to place a solar array on the landfill cap at the Transfer Station. Mr. Keller and Mr. Munn touched on various highlights of the proposal. The weight on the cap for the solar array was discussed and it would need to be run through an engineer as well as be approved by the Department of Environmental Services. NhSolarGarden is proposing to enter into a land lease with the Town in a similar manner that cell towers lease land from municipalities. On top of the lease revenue, the Town would also receive a solar rebate program which is equivalent to one cent per KWH of electricity used on the Public Service Company bills. It was also mentioned that all the equipment is American made. The use of the landfill will need to be signed off by the State and the program of community solar by PUC. The only stipulation for this program (by law) is that the consumer has to be with PSNH for supply and delivery. Brett Cherrington chairman of conservation commission asked if there is an option to scale the size up if the 5% is used. Andrew said there is a limit with the State program as to the size capacity and the array they are proposing is at the limit but they could look at other locations within the town if there is a call for it. Ms. Buono said they had also looked at the Woods Woolen Mill site but that was not viable. Selectman Brien-Baker moved to allow the Town Administrator to take the next steps and work with NhSolarGarden on a future solar array. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

- **JANE BUTLER – HILLSBOROUGH HISTORICAL SOCIETY**

The Historical Collections Action Plan that was submitted by the Hillsborough Historical Society (HHS) was discussed. Jane Butler said the HHS will be returning some furniture to the Smith Mansion since there are pieces that are part of that building. Ms. Butler also said that she noticed in the Town Report that there are dedicated funds for the DAR collection and they would like to use those funds to purchase an air condition unit for climate control for the collection as well as some preservation supplies. There is currently about \$417 in that fund. Selectman Brien-Baker gave the HHS credit for putting together such a good plan. Selectman Urquhart asked if they have enough help to handle the collections to which Ms. Butler responded “yes”. Ms. Butler said they are thinking of renting a truck to move the items. After no more discussion with regard to the plan, Selectman Brien-Baker made a motion to officially move the DR Collection and any other collections that are listed, to the museum and to be overseen by the Hillsborough Historical Society per the submitted action plan. The motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

- **SELECTMEN BUSINESS**

Hot Dog Vendor - Chairman Fullerton said he would like the Selectmen give Joe Tomacchio temporary permission to set up his hot dog stand at the men’s league games and change the Solicitation policy. Selectman Brien-Baker said she is not going to vote until there is a policy in place and proposed that they could allow one vendor at a time and the vendor has to have a specific time to set up (men’s softball league for example). Selectman Brien-Baker said she also feels the organization that is using the field needs to sign off that they will approve having the vendor there at that time. Mr. Tomacchio said he has spoken with the Hillsborough men’s softball team and they are interested in having him come down there. This was discussed. Jim Bailey said he doesn’t have a problem with a temporary permission. Selectman Brien-Baker made a motion to allow Mr. Tomacchio to be the only vendor during the men’s softball league this year with a written permission from the league stating they are okay with it. She also added that the Selectmen will further look at the solicitation policy. The motion was seconded by Chairman Fullerton. A vote was taken. Motion passed unanimously.

JP Morison – Mr. Morison briefly introduced himself and stated that he is running for senator for the district.

Tractor Purchase – Jim Bailey, Chairman of the Parks Board presented the Selectmen with three quotes for the purchase of a new lawn tractor. The quotes came from MB Tractor & Equipment; Pinnacleview Equipment, Inc.; John Deere; and Chappell Tractor Sales. Mr. Bailey said that the Parks Board voted to recommend the tractor from MB Tractor & Equipment. This tractor is a 2013 Kubota for a final price (with trade in of the Town’s current mower) of \$9,737.00 Selectman Brien-Baker moved to approve the purchase of the mower from MB Tractor & Equipment for the price of \$9,737.00. The motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Recreation Job Duties – The Selectmen reviewed a draft list of job duties to be used moving forward for recreation. Selectman Brien-Baker feels the summer program should be a standalone program. She said that there is already a Director and she doesn't feel the program should be evaluated. Chairman Fullerton said each of the Selectmen has had their own ideas about recreation and he doesn't understand what the battle is with the idea of increasing recreation in the town. He said the Selectmen are a diverse board and they listen to various people and they need to work something out. Chairman Fullerton said they've gotten considerably closer and he's sure there will be changes. He's looking for additional programming. Selectman Brien-Baker said the only part that made sense was to bring on new programs and said she needs to hear from people feels they should hold a public hearing. Chairman Fullerton said these duties are only a draft and said he would like to see it move forward knowing that the Board can make changes. Jim Bailey listed the current programs that take place on the fields but which are run by others. After further reviewing and discussing of the draft job duties, the Selectmen settled on the following:

- Assists Town Administrator with policy development specific to recreational programming.
- Develops new recreational programs with an initial emphasis on youth.
- Prepares annual budget and town report for new recreation.
- Provides information about recreation to the public (clearinghouse for information).
- Attends community/civic organization meetings as requested by Town Administrator or BOS.
- Provides fiscal oversight of all new recreational programs and activities.
- Tracks recreation program statistics and creates reports for the Town Administrator or Board of Selectmen as requested.
- Works collaboratively with the parks board, schools, community members and local business to improve and enhance recreation for the residents of Hillsborough.
- Ensures that all required documentation and certifications are in place for insurance and labor department purposes.

Chairman Fullerton moved to accept the list of job duties and to give the additional responsibilities to Peter Brigham as recreation director. Motion was seconded by Selectman Brien-Baker. Motion passed by a vote of 2 in favor and 1 opposed (Selectman Urquhart).

- **OTHER BUSINESS**

Boston Post Cane – Ms. Buono reported that upon further review, Violet Livingston is the oldest resident as they originally thought. The Selectmen would like to move forward with contacting Ms. Livingston and her family with regard to a future presentation of the Boston Post Cane.

American Legion – Ms. Buono stated that the American Legion has two events outside of their building but still on Legion property that they would like to get approval from the Liquor Commission to serve beverages at. In order for the Commission to approve this, the American Legion needs to have a letter signed by the Selectmen that they approve. Chairman Fullerton moved to sign the letter as presented. The motion was seconded by Selectman Urquhart. 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 7038 - 7127 a/k/a Vouchers 27, 27A & 28 in the amount of \$151,771.48 (includes 133 direct deposit stubs) and Accounts Payable Check numbers 9836 - 9944 a/k/a Vouchers #18 & 19 in the amount of \$888,540.88. 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 \$731,427.49

- **CONSENT AGENDA**

Chairman Fullerton moved to approve the Consent Agenda for July 8, 2014. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Yield Tax Levy in the amount of \$1,460.40
- Abatement – Map 16 Lot 227 \$36.23
- Petition & Pole Licenses for Cooledge Road and West Main Street

- **APPROVAL OF MEETING MINUTES**

Selectman Brien-Baker moved to approve the meeting minutes of June 24, 2014 as written. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

- **NONPUBLIC SESSION**

Chairman Fullerton moved to go into nonpublic session at 8:35 p.m. under RSA 91A:3II (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.

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

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

Chairman Fullerton moved to seal and restrict the minutes of the nonpublic session. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed.

- **ADJOURNMENT**

Chairman Fullerton moved to adjourn at 8:50 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