

Town of Hillsborough P.O. Box 7, 27 School Street, Hillsborough, NH 03244
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Board of Selectmen Minutes 05/02/2012

Board of Selectmen's
Meeting Minutes
May 2, 2012

Present: Selectmen Russell Galpin, Steven Venezia and David Fullerton, Town Administrator John Stetser, Leigh Bosse, State Representative Marjorie Porter and Selectmen Secretary Iris Campbell

Mr. Galpin called the meeting to order at 4:30 p.m.

Mr. Galpin said the Board was meeting to approve the wording of an advertisement for an open position in the town office.

Mr. Stetser read the draft: "The Town of Hillsborough is looking for a full-time office assistant to work 40 hours per week. This position will be an integral part of the town's administration office in a multitasking capacity. Applicants must possess good customer service skills, proficiency in Microsoft Office products, specifically word and excel. Knowledge in web site design and maintenance is a plus. The hourly rate will be commensurate with knowledge and experience. Hillsborough is an equal opportunity employer. Please submit cover letter and resume to: Town of Hillsborough, P. O. Box 7, Hillsborough, NH 03244. Position will remain open until filled."

Mr. Stetser suggested adding the wording "with benefits" after per week and "Experience in payroll preparation" after excel.

The Board agreed with this change.

Mr. Stetser suggested changing the town's pay period from weekly to biweekly.

Mr. Galpin said that could be considered unless the union contracts addresses how the employees were to be paid.

Mr. Stetser didn't think that had been addressed in the contracts.

Mr. Venezia made a motion to place the job advertisement as amended in the local papers and on any free web site. Mr. Fullerton seconded the motion. The Board voted all in favor.

Mr. Galpin said Code Enforcer Kelly Dearborn-Luce had received a complaint regarding Mr. Fullerton's trailer sign located on his property at 73 School Street. He suggested the sign be covered until the proper permit could be obtained, as Mr. Fullerton is a Selectman.

Mr. Fullerton said he had been told, at the time he purchased the sign, that it would be regulated by motor vehicle because it was on a trailer.

Mr. Fullerton asked if the sign could be placed at 61 W. Main Street to advertise Youth Service's events. He added it would only be temporary and only during the day because he would take it home at night to avoid it being vandalized.

Mr. Galpin said the town is exempt from town codes.

Mr. Fullerton made a motion to allow the parking of a temporary sign at 61 W. Main Street. Mr. Galpin seconded the motion. The Board voted: Mr. Galpin - yes, Mr. Fullerton - yes and Mr. Venezia - abstained.

Mr. Stetser said the Kemp house is down.

Mr. Galpin said he is working with the senior citizen's group on trying to find a location for them. He spoke to Attorney Douglas Hatfield, who suggested three sites: Kemp Park property on River Street, the TDS Telecom barn on School Street and Leo Demag's building on Henniker Street (next to the plaza).

Mr. Venezia suggested the vacant lot on Municipal Drive next to the new Dollar General.

Mr. Galpin is very concerned about the potential problems which could occur on Municipal Drive due to the amount of traffic generated by the Transfer Station and Dollar General and how that would impact any emergency response by the Police or Highway Departments.

Mr. Fullerton asked if the group could utilize the old Project Genesis site on Church Street.

Mr. Galpin said Project Genesis is looking to move back into that site this summer because they have to pay rent on their present site which doesn't include heat. The building is very hard to heat.

Mr. Galpin called Attorney Emily Rice on Monday and asked her how her investigation was progressing. She should have some type of report ready for the Board's Tuesday night meeting.

4:50 p.m. Shane O'Keefe entered the meeting at this time.

Mr. Fullerton has written a letter, as a private citizen, to the members of the State's Executive Council regarding the condition of School Street and urging the State to fix it. He asked if the Board would be willing to also send letters on order to have the project at least placed on the State's ten year to do list.

Mr. O'Keefe said the State did have plans to reclaim the street this year. However, the Water and Sewer Departments had not budgeted any money this year to do the necessary work on the water and sewer systems located in School Street.

Mr. Fullerton suggested having Mr. O'Keefe draft the letter for the Board to sign as he has been in contact with State.

Mr. O'Keefe said he would be willing to do that.

Mr. Fullerton made a motion to have Mr. O'Keefe draft a letter to the State regarding the repairing of School Street for the Board to sign. Mr. Venezia seconded the motion. The Board voted all in favor.

Mr. Venezia made a motion to adjourn the meeting. Mr. Fullerton seconded the motion. The Board voted all in favor.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Iris Campbell
Selectmen's Secretary