

Board of Selectmen  
Meeting Minutes  
May 10, 2016

Present: James Bailey III, Selectman; David Fullerton, Selectman; Laura Buono, Town Administrator.

In Attendance: Michael Pon, Joyce Bosse, Mark Rodier, Bill Goss, Luke Levesque, John Segedy, Ann Poole.

Selectman Bailey opened the meeting at 6:04 p.m. and explained that Chairman Urquhart is ill and won't be attending the meeting. Selectman Bailey asked everyone to stand for the Pledge of Allegiance.

**1. PUBLIC COMMENT**

*Mark Rodier* –Mr. Rodier asked the Selectmen for the status of the stop sign he requested for the intersection of Gould Pond Rd. and Bog Road. Bill Goss replied by saying that he had spoken with Chief Roarick and neither one feel the town should ignore what the engineer suggested (an all way stop). Mr. Goss said they feel there would be a liability issue to do anything different. Mr. Rodier said he doesn't want to see a stop at the top of the hill. The Selectmen suggested asking the engineer what he thought about a two way stop sign. Bill Goss will discuss this with the engineer. Mr. Rodier brought up various fire cisterns in the district and said he had spoken with Chief Stafford about them and they are in need of repair in order to be usable. Ms. Buono said she thought Chief Stafford had said the cisterns were the responsibility of the district. Mr. Rodier disagreed. Ms. Buono will discuss this matter with Chief Stafford.

**2. BILL GOSS – PAVING BIDS**

Billy Goss brought paving bids to the Selectmen for review. Mr. Goss said six companies submitted bids – Pike Industries, Inc., United Construction Corp., Vermont Roadworks, LLC., GMI Asphalt, R & D Paving, and Advanced Excavating and Paving. Mr. Goss said he is mostly interested in the "per ton" cost based on the information submitted by each company. Pike Industries, Inc. offered the lowest per ton cost at \$58.64/ton with Vermont Roadworks, LLC being the second lowest at \$59.11/ton. Selectman Bailey moved to award the 2016 paving contract to Pike Industries. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Mr. Goss advised the Board that the sweeper has swept the Town, the lines are being painted on the roads, they are grading roads and putting down calcium, and he said the West Main Street sidewalk

**3. LUKE LEVESQUE – ROLL-OFF PRESENTATION**

Mr. Levesque distributed photos of a project that Mike Minichiello (town mechanic) took on with regard to building a new roll off truck for the Transfer Station. The old vehicle was leaking fluid and needed to be replaced. Mr. Levesque said he and Mr. Minichiello found a truck from surplus and purchased it. Mr. Minichiello then over the course of two months proceeded to cut the body off the old truck and the new truck, and weld the old truck body onto the new truck cab and then reattach all the mechanical parts and controls. The end result is a new to us truck that cost about \$14,000 versus purchasing a 1 – 2 year old vehicle for \$100,000 - \$130,000. Selectman Bailey said Mr. Minichiello is a great asset to the town and his talent saves the taxpayers quite a bit of money all around. Mr.

Levesque said this work was done at the same time Mr. Minichiello handled all his normal duties. Selectman Fullerton and Bill Goss both complimented Mr. Minichiello as well.

#### **4. PHIL DALEY – APPOINTMENT OF ALTERNATE LIBRARY TRUSTEES**

Selectman Bailey read a letter from the Library Trustees with regard to appointing alternates. The letter stated that the Trustees of the Fuller Public Library were recommending Helen Cole and Norma Hubbard as Alternate Library Trustees. The Trustees have determined that having two Alternates will allow the Board to more effectively conduct its business. Both women have been attending monthly meetings of the Trustees. Helen Cole is a frequent user of the library and considers it an excellent resource for members of the community, particularly our students. She is a member of the Book Discussion Group. The Board of Trustees respectfully requests that the Selectmen appoint Helen Cole for a one year term as an Alternate to the Board of Trustees of the Fuller Public Library. The letter went on to note that Norma Hubbard has been a library patron for over forty years. She has attended programs throughout that time herself, and has accompanied her grandchildren to programs as well. Norma is part of the Book Discussion Group. She sees the library as an important resource for the community. The Board of Trustees respectfully requests that the Selectmen appoint Norma Hubbard for a one year term as an Alternate to the Board of Trustees of the Fuller Public Library. Selectman Fullerton moved to appoint Helen Cole and Norma Hubbard as Alternate Library Trustees. The motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

#### **5. LIAISON REPORTS**

*Conservation Commission* – Selectman Fullerton said the Commission is going to send a letter to the Selectmen asking the Board to reconsider reappointing Brett Cherrington to the Commission. There were two members who had planned on resigning for other reasons but have decided to hold off. Selectman Fullerton also reported that they are holding a trail work day this Saturday at noon on the Riverwalk.

*Planning Board* – Selectman Bailey said that the Planning Board met and decided to take back control of the Master Plan in order to speed things along and finish the project. Selectman Bailey said they want to get it completed in a timely manner. Mark Rodier asked what the ELVD Commissioners should do with their plan. Selectman Bailey said they are going to take what ELVD has and fine tune it and said that ultimately, the Planning Board approves the plan.

#### **6. MANIFEST MOTION**

Selectman Bailey moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 9952- 10002 a/k/a Vouchers 18 & 19 in the amount of \$143,383.20 (includes 123 direct deposit stubs) and Accounts Payable Check numbers 14223 - 14304 a/k/a Voucher 18 in the amount of \$841,821.76. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

\*\* A/P Checks include payment to HDSO in the amount of \$717,830.97

#### **7. CONSENT AGENDA**

Selectman Bailey moved to approve the consent agenda for May 10, 2016. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Tax Abatement – Farmstead of N.E. \$3,954.89
- Intent to Cut – Map 11D Lot 298; Map 11 H Lots 305 & 306; Map 11L Lots 311 & 327; Map 11L Lot 314

- Gravel Tax Abatement – Hillsboro Aggregates \$710.90
- Gravel Tax Levy in the amount of \$654.10
- Forest Fire Reports in the amounts of \$498.36 & \$1,524.83
- Property Tax Commitment in the amount of \$7,407,258.29

## 8. APPROVAL OF MINUTES

Selectman Bailey moved to approve the meeting minutes of April 12, 2016 as written. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

## 9. OTHER BUSINESS

*Economic Development Commission* – Ms. Buono said that Robyn Payson has send forward the names of the individuals the EDC would like reappointed to the Commission. They are; Steven Venezia and Jane Williams to expire in 2019; Doug Hatfield and Jack Wells to expire in 2018 and Russ Galpin to expire in 2017. Selectman Bailey moved to appoint the members as recommended. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

*Building Inspector Vehicle* – Ms. Buono said Primex is selling some items with one of them being a pick-up truck and cab. Ms. Buono distributed photos of the truck to the Selectmen and said that Mr. Borden has viewed it and would like to bring our mechanic to take a look. Ms. Buono asked if our mechanic give the thumbs up, would the Board authorize her to submit a bid on behalf of the town? Selectman Bailey moved to leave it up to Ms. Buono to discuss the vehicle with the mechanic and submit a bid based on an agreed to value. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

*Fire Department Vehicle* – Ms. Buono said she's in the process of completing the paperwork for the fire vehicle financing and asked if the Selectmen would authorize her to sign the necessary forms on behalf of the Town once our attorney has reviewed them. Selectman Fullerton moved to authorize Ms. Buono to sign the lease paperwork documents as necessary. The motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

*Property Liability/Workers Compensation/Unemployment Compensation Insurance* – Ms. Buono said she has been working at getting new pricing for PL, WC, UC insurance and although she has received figures from Primex, she has not received anything from Davis and Towle even though she and Iris have worked at providing endless information to them over the last few months. Ms. Buono said the Town's current insurance ends June 30<sup>th</sup> and at this time, she feels we need to make a decision on a carrier. Ms. Buono said Primex offers very similar benefits with the insurance as Property Liability Trust does (the Town's current provider) such as training and discounts for various things. Ms. Buono said the cost is also very similar to what we've been paying. Selectman Fullerton moved to purchase the mentioned insurance from Primex. The motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

*Farmstead* – Ms. Buono brought up a lien that the Town holds on the property owned by Farmstead which is tied to the Community Development Block Grant that was obtained on their behalf through the Town in 2010. Ms. Buono said that as part of their restructuring, they are refinancing and in order to be approved the lender is requesting that the Town agree to have our lien as 2<sup>nd</sup> in line as it was when it was originally when it was placed on the property. Ms. Buono said if the Selectmen agreed to this, she would also request that she be authorized to sign paperwork to that effect. Selectman Fullerton moved to approve the request and to authorize Ms. Buono to sign the necessary documents associated

with this. The motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Downtown Beautification – Ms. Buono said she has met with representative from the Chamber of Commerce to discuss their ideas with regard to downtown beautification and said they will be coming to a future Selectmen’s meeting to make a presentation.

Episcopal Church Building Donation – Ms. Buono said a letter was received from Doug Hatfield on behalf of William Guinn, the beneficiary of the Janet Withington Trust with regard to their wish to donate the Episcopal Church building on the north side of the Hillsborough Center triangle, to the Town. This was briefly discussed. The Selectmen would like to have a meeting set up so they can view the building prior to making a decision. Ms. Buono will contact Atty. Hatfield to find out his availability.

Selectman Bailey – Selectman Bailey brought up the last Selectmen’s meeting and said that he did not feel that Chairman Urquhart displayed the type of mannerisms that portrayed the cooperation this Board of Selectmen has been striving for. Moving forward, he said, he will work to make sure any such interruptions in the professional flow of town business is not tolerated. Selectman Bailey said they expect courteousness and professionalism from our employees and volunteers and he feels that the Selectmen need to set an example and forgo disagreements that rise to the level of unprofessionalism. Selectman Fullerton said he agrees with Selectman Bailey’s statement.

**10. ADJOURNMENT**

Selectman Bailey moved to adjourn at 7:06 p.m. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono  
Town Administrator

Approved by:  
Hillsborough Board of Selectmen

Date: \_\_\_\_\_

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Alan Urquhart, Selectman

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James Bailey III, Selectman

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David Fullerton, Selectman