

Board of Selectmen
Meeting Minutes
June 28, 2016

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

In Attendance: Michael Pon, Joyce Bosse, Mark Rodier, Robyn Payson, Peter Brigham, William Goss, Iris Campbell, Doris Bean and Christa Liquori.

Chairman Urquhart opened the meeting at 6:00 p.m. and asked everyone to stand for the Pledge of Allegiance and a moment of silence.

1. PUBLIC COMMENT

Christa Liquori – Ms. Liquori is the Water Front Director at Manahan Park beach. She was in to ask the Board to approve the use of Coast Guard approved life jackets at all the town beaches. She said the children taking swimming lessons are taught how to put a life jacket on and to use it correctly. She feels, therefore, that Coast Guard approved life jackets should be approved for use.

Selectman Fullerton made a motion to allow the use of Coast Guard approved life jackets at all town beaches. Chairman Urquhart seconded the motion. The Board voted in favor of the motion with Selectman Bailey abstaining.

Selectman Fullerton said he received a telephone call commenting on how well the beach at Manahan Park looked and was being run. He also said that the old stone arch bridge on Route 202 has been named the Sawyer Bridge.

2. ROBYN PAYSON – PARKING ORDINANCE

Planning Director Robyn Payson was in to discuss a recent yearlong study regarding downtown parking availability and the need to consider updating the Town's parking ordinances.

Selectman Bailey suggested looking into implementing parking permits.

After a short discussion the Board agreed the parking ordinances need to be reviewed and thanked Mrs. Payson for offering to do the review.

Town Administrator Buono suggested that once the review is done the Board should meet with local landlords.

3. WILLIAM GOSS – EQUIPMENT PURCHASE

Highway Forman William Goss came in to ask the Board to consider the purchase of a reclaiming hot box. He said the hot box would save the town money as hot top costs less than cold patch. He said this would allow for the reuse of hot top taken from reconstructed roads. He said the box from Viking Civics (USA) is \$35,640.

Selectman Bailey made a motion to authorize the purchase of the reclaiming hot box from Viking Civics. Selectman Fullerton seconded the motion. The Board voted all in favor.

4. LIAISON REPORTS

Planning Board – Selectman Bailey said they are making progress on the Master Plan.

Conservation Commission – Selectman Fullerton said the Conservation Commission meet at Grimes Field to see if the ATV trail would impact the conservation trail and found that it will not. He said they also meet with Michael Black to discuss his commercial development off of Route 202 and it was decided that no involvement from the Commission was necessary.

Park Board – Selectman Fullerton said the board didn't have a quorum at their last meeting so no official meeting was held.

Economic Development Committee – Town Administrator Buono attended the meeting at which they discussed the Business Retention Program.

5. MANIFEST MOTION

Chairman Urquhart moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 10141 - 10242 a/k/a Vouchers 25, 26 & 26A in the amount of \$173,044.53 (includes 145 direct deposit stubs) and Accounts Payable Check numbers 14522 - 14618 a/k/a Vouchers 23 & 24 in the amount of \$228,907.64. Selectman Bailey seconded the motion. The Board voted all in favor.

6. APPROVAL OF MINUTES

Chairman Urquhart moved to approve the meeting minutes of June 14, 2016 as written.

Selectman Bailey made a change to the minutes on page 1, under "Public Comment" in the last line, the word "would" should be "would not".

Selectman Bailey seconded the motion as amended. The Board voted all in favor.

7. CONSENT AGENDA

Chairman Urquhart moved to approve the consent agenda for June 28, 2016:

- Forest Fire Reports/Bills – Gould Pond Rd; Preston St.; Shaker Road in Henniker.
- Department of Revenue Form MS-232
- VALIC authorization letter
- Department of Revenue PA-28 Form Letter
- 2015 Assessment Abatements – Map 11F Lot 18; Map 10 Lot 45; Map 23 Lot 157

Selectman Bailey seconded the motion. The Board voted all in favor.

8. OTHER BUSINESS

Downtown Development – Town Administrator Buono discussed with the Board the future of the building at 2 Bridge Street. She said it appears the building may be tax deeded soon and the Board may want discuss what to do with the building if this does occur. Although Ms. Buono said she understands whatever gets done downtown will be costly, she feels it would be worthwhile to discuss the benefit of investing in our downtown area. Chairman Urquhart said that is something the Board could work on.

Gould Pond & Bog Road Intersection – Town Administrator Buono spoke to the engineer and his recommendation is still an all way stop. Ms. Buono read a correspondence from the Engineer in which he stated: The high hazard movement at this intersection is a left hand turn traveling north on Bog Rd and then staying on Bog Rd but turning left at the intersection with Gould Pond Road. Vehicles traveling from Gould Pond Rd need to be stopped to allow for vehicles to stay (turn left) on Bog Rd. Without a stop on Gould Pond Rd, vehicles making the left to stay on Bog Rd will not have the line of sight needed to see vehicles traveling around the curve. Selectman Bailey said in that case the Board should stick to the decision to place the three way stop which was made at a previous meeting.

Combining Parks and Recreation – Chairman Urquhart made a motion to suspend the Park Board temporarily and appoint Peter Brigham as temporary director of both Parks and Recreation during this period myself, Alan Urquhart, Peter Brigham, Town Administrator and Reverend Jackson shall meet to establish the following Parks and Recreation a mission statement, job descriptions, organizational chart, duties and responsibilities or Parks and Recreation, administration, budget and person. Selectman Fullerton seconded the motion. He suggested adding Doris Bean to the group. Mrs. Bean said she would be willing to join if the group was going to be productive. Selectman Fullerton said in other town parks and recreation are combined and this is a good start. Reverend Jackson said the advisory board needs to be reorganized with job descriptions and direction for the advisory board. Selectman Bailey disagreed with this process. The Board voted in favor of the motion with Selectman Bailey voting no.

Mosquito Spraying - Chairman Urquhart said the Board had received a request for mosquito spraying. Town Administrator Buono said there was no money budgeted for this type of request. The Board has the option to revisit this during budget season.

Land Use - Town Administrator Buono informed the Board of a pending civil lawsuit filed by Peoples United Bank regarding their request to have an approved subdivision reversed. They are foreclosing on a portion of the property and there are certain things that they expect the Town to do, such as a survey, which isn't our responsibility. Ms. Buono said our property and liability insurance carrier has been notified.

Health Officer Term - Mr. Brigham notified the Board that his appointment as Health Officer has expired. Town Administrator Buono said that Dana Brien who is technically the Deputy Health Officer has been filling the role as Health Officer. She works closely with the building inspector when going on a call. Ms. Buono suggested that the Board may wish to appoint Ms. Brien as Health Officer and Mike Borden (building inspector). The Board agreed and Ms. Buono will bring paperwork appointing a Health Officer and Deputy Health Officer to the next meeting.

9. ADJOURNMENT

Chairman Urquhart moved to adjourn at 8:03 p.m. Motion was seconded by Selectman Fullerton. The Board voted all in favor.

A true record.

Iris Campbell
Selectmen's Secretary

Approved by:
Hillsborough Board of Selectmen

Date: _____

Alan Urquhart, Selectman

James C. Bailey III, Selectman

David Fullerton, Selectman