

Board of Selectmen
Meeting Minutes
January 10, 2017

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

In Attendance: Chief Kenny Stafford, Scott Murdough, Leigh Bosse, Michael Pon, Jon Segedy, Trim Hahn.

Chairman Urquhart opened the meeting at 6:00 p.m. and asked those in attendance to stand for the Pledge of Allegiance.

1. OPEN SESSION

There was no public comment.

2. PUBLIC HEARING – ADOPTION OF HAZARD MITIGATION PLAN

Chairman Urquhart opened the public hearing for the Adoption of the Hazard Mitigation Plan at 6:15 p.m. Town Administrator Buono reviewed the process that the Hazard Mitigation Committee went through to update the Plan which is required every 5 years in order to remain eligible for FEMA funds when and if they become available for disasters. The updates have been approved by FEMA and the plan is now ready to be formally adopted by the Board of Selectmen. There were no public comments on the plan and the hearing was closed by Chairman Urquhart at 6:25 p.m. Chairman Urquhart read the resolution and Selectman Bailey moved to adopt the updated Hazard Mitigation Plan. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

3. TRIM HAHN – CENTER BEAUTIFICATION PROPOSAL

Trim Hahn came before the Board to review a proposal for downtown beautification from a local committee called Hillsborough Reborn. Mrs. Hahn outlined a plan to plant various trees throughout the town and on town property as well as flowerbeds. They would like to replace the two trees that were taken down in front of the library last year as well as clean up, widen and mulch the flower beds that run along the base of the wall there. She also outlined plans for the Sawyer Bridge Area, town property by Premier Printing as well as Landry Garden. Mrs. Hahn outlined the various trees and plants and requested that the Selectmen place \$5,000 in the budget to help fund these efforts and said it's fairly common for a municipality to have a line item in their budgets for trees and plantings. Leigh Bosse spoke and said this is a great project but it's his opinion that the Town should not fund a Chamber project. He also suggested that Selectman Bailey should recuse himself from voting on the proposal since he is a Chamber member. Mrs. Hahn said this is a combination public/private project. They would like the town to replace the trees that have been taken down over the years and feel the town should set an example on town property. Chairman Urquhart likes the idea of working together and would like to see this as a warrant article. Selectman Bailey said he has spoken before about the need for the Town to invest in itself and this is just one example. Selectman Fullerton said most of the trees on School Street were taken down by the power company. Mr. Bosse said he would have no objection if the Chamber did the work and the Town maintained it. Ms. Buono is going to look into

whether the Dana Crane Fund can be used for this purpose and the Selectmen will discuss this further at their next budget workshop.

4. OTHER BUSINESS

George Sansoucy Assessing – Ms. Buono presented the Selectmen with the utility assessing contract for George Sansoucy. Hillsborough has been contracting with Mr. Sansoucy to handle the assessing of utility poles, etc. over the last several years at \$10,000/year and the price has not changed. Chairman Urquhart moved to approve the utility assessing contract with George Sansoucy. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Marazoff Assessing Contract – Ms. Buono presented the Board with the annual contract for general assessing services with Marazoff Assessing. Ms. Buono explained that the price for 2017 includes the revaluation update which has been reflected in the operating budget already. Chairman Urquhart moved to approve the general assessing contract with Marazoff Assessing. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Transportation Alternatives Program (TAP) Grant – Ms. Buono announced that the Town of Hillsborough has been awarded a TAP Grant in the amount of \$530,765. for the purpose of building sidewalks on the south side of West Main Street (NH Route 149) beginning at the sidewalk just west of Church Street and ending at Shaw's Supermarket. The project is expected to cost \$663,456 with a portion of it to be matching funds and/or labor in the amount of \$132,691. Ms. Buono said Central Regional Planning Commission, more specifically Michael Tardiff, was instrumental in getting this application done and gave quite a bit of assistance to the planning director. The Selectmen thanked the work that was done by the Town Administrator and Planning Director as well as CNHRPC. The Selectmen are pleased with the award since this is a project that has been discussed for many years. Ms. Buono said as a formality it will need to be approved by Governor and Council and the project will begin within three months after that approval.

Museum – Ms. Buono stated that the contractor that had been doing work in the tower of the museum has finished his portion of the project and it's now time to have the stairs built and installed. Ms. Buono said that due to some circumstances involving the contractor who completed phase one, she secured a quote from the same company who recently completed the renovations on the library. Ms. Buono said the price is lower than the quote submitted by Mike Butler and she would like permission from the Board to sign off on the work. Chairman Urquhart moved to authorize the Town Administrator to sign the paperwork with Milestone Engineers for the building and installation of the staircase at the museum. The motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Employee Wellness Grant – Ms. Buono said that she attended the Wellness Coordinator Academy so that she can offer wellness programs to the staff. HealthTrust has given Hillsborough a check in the amount of \$500 to use for programs and incentives for employee wellness. Ms. Buono said she will be adding a line to the operating budget so that this money can be spent and future funds can be budgeted for each year.

Project Genesis – Selectman Fullerton brought up the recreation that was available in Hillsborough when he came back from college and said that now everything is different. He said kids want to participate in electronic games that they can play with others in different states or even out of the country. He said he feels we need to look into expanding what is available at Project Genesis and maybe even bring in speakers on different subjects (drugs, etc.).

Rumble Strips – Selectman Bailey asked if we have heard back from DOT with regard to the Selectmen’s letter about the rumble strips. Ms. Buono said she has received no response but will follow up with them.

Veterans Exemption – Ms. Buono handed out information on the change in the law which allows for Veterans Exemptions. The change in the law will allow all honorably discharged Veterans to be eligible for the exemption. She stated that this is the information she mentioned previously and that she will be adding a warrant article for the adoption of the change.

Elderly Exemptions – Chairman Urquhart brought up a recent letter that was mailed to residents who currently receive an Elderly Exemption. The letter advises individuals that the town will be verifying that they still qualify for the exemption and various forms of verification were listed in the material that was sent. Chairman Urquhart stated that this request violates the vote at town meeting that set the qualifications of the exemption. He went on to say that only Town Meeting can modify qualifications and said the attorney at Local Government Center agreed with him. Chairman Urquhart stated that he feels the letter should be retracted since the Selectmen did not approve it. Town Administrator Buono clarified that the qualifications which were set at Town Meeting have not been modified in any way. She said they are required on an ongoing basis to verify that anyone receiving any type of exemption still qualifies. Ms. Buono said the letter is standard and is nothing more than a request to view documentation which proves that individuals meet the qualifications that were set by Town Meeting. After reviewing the material that was mailed out, Selectman Bailey agreed that all this is requesting is documentation to verify individuals are qualified. Chairman Urquhart disagreed and Selectman Fullerton said he was confused by the discussion. Ms. Buono said if Chairman Urquhart asked for a legal opinion as to whether or not qualifications can be modified outside of town meeting, then she agrees with the opinion of the Attorney. However, she said that is not what has been done in this instance. After more debate, Ms. Buono suggested that in order to put Chairman Urquhart’s mind at ease and to answer any questions Selectman Fullerton has, that she contact the Attorney and explain the situation and ask him to render an opinion. The Selectmen agreed.

5. MANIFEST MOTION

Chairman Urquhart moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 11111 – 11205 a/k/a Vouchers 52, 1 & 2 in the amount of \$248,987.41 (includes 212 direct deposit stubs) and Accounts Payable Check numbers 15706 - 15812 a/k/a Vouchers 44, 1, 2 & 3 in the amount of \$1,158,520.39. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

6. CONSENT AGENDA

Chairman Urquhart moved to approve the consent agenda for January 10, 2017. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Yield Tax Levy in the amount of \$188.50
- Veteran Exemption – Map 14 Lot 410
- Intent to Cut – Eversource Powerline Corridor Clearing

7. APPROVAL OF MINUTES

Chairman Urquhart moved to approve the meeting minutes of December 27, 2016 as written. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

8. ADJOURNMENT

Chairman Urquhart moved to adjourn at 8:10 p.m. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Board of Selectmen

Date: _____

Alan Urquhart, Selectman

James Bailey III, Selectman

David Fullerton, Selectman