

Board of Selectmen
Meeting Minutes
January 12, 2016

Present: Wendy Brien-Baker, Chairman; Alan Urquhart, Selectman; James Bailey III, Selectman; Laura Buono, Town Administrator.

Chairman Brien-Baker opened the Selectmen's Meeting at 5:00 p.m.

In Attendance: Kenny Stafford, David Roarick, Michael Pon, Leigh Bosse, Scott Bennett, John Segedy.

1. FIRE DEPARTMENT BUDGET REVIEW

Chief Stafford presented his proposed 2016 budget and noted that due to the resignation of the full-time paramedic and filling those hours with per-diem staffing, he was able to reduce the wage and benefits lines within the rescue budget. There was also a piece of equipment that was paid off in 2015 which reduced the operating budget by another \$72,000.

2. POLICE DEPARTMENT BUDGET REVIEW

Chief Roarick presented the proposed budgets for the Police Department, Animal Control and the Dispatch Department. Although there were several line items that were reduced in the police budget, one area that increased was health insurance due to two employees getting on the insurance. The majority of the increase in the wages line is to budget 30 hours a week for the part time officer that was completed the academy in 2015. A capital reserve fund for police equipment was discussed. These funds will also enable the department to purchase much needed body armor to protect against various weapons that are now on the streets. A brief discussion about body armor took place as well as a discussion with regard to staffing.

3. OTHER BUSINESS

Library Update – Ms. Buono notified the Selectmen that the elevator waiver for the Library had been approved and that the project will be moving forward.

Assessing Contract – Ms. Buono presented the Assessing Contract that had been previously discussed to the Chairman for her signature.

Mid-State Regional Coordination – The Chairman signed the Memorandum of Understanding between the Town of Hillsborough and the Mid-State Regional Coordination. This MOU simply states that the town will provide two representatives to the organization to provide input and discussion on topics of interest to Hillsborough and the representatives will attend quarterly meetings.

Non-Union Employee Increases – Ms. Buono brought the inclusion in the 2016 budget of a 2% cost of living amount for all non-union employees. The police and employee union staff is receiving a 2% increase in 2016 as well. A long discussion ensued with regard to employees at the top of their pay scale and the fact that social security did not grant a 2016 cost of living for recipients. Ms. Buono said it is up to the Selectmen whether they wish to offer non-union employees this increase and it was decided that a decision will be made at a future meeting.

4. MANIFEST MOTION

Chairman Brien-Baker moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 9475 - 9558 a/k/a Vouchers 53, 53A, 1 & 2 in the amount of \$242,909.99 (includes 177 direct deposit stubs) and Accounts Payable Check numbers 13395 – 13580 (Includes Voided Check Numbers 13415 – 13467) a/k/a Voucher 47, 1, 2, 3 & 4 in the amount of \$1,069,260.24. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

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

5. APPROVAL OF MINUTES

Chairman Brien-Baker moved to approve the meeting minutes of December 22, 2015 as written. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

6. CONSENT AGENDA

Chairman Brien-Baker moved to approve the consent agenda for January 12, 2016. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Conservation Restriction Assessment – Map 6 Lot 35
- Veterans Credits – Map 12 Lot 65; Map 12 Lot 336

7. ADJOURNMENT

Chairman Brien-Baker moved to adjourn at 6:50 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: _____

Wendy Brien-Baker, Chairman

Alan Urquhart, Selectman

James Bailey III, Selectman