

Board of Selectmen  
Meeting Minutes  
January 15, 2019

Present: James Bailey III, Chairman; David N. Fullerton, Selectman; Jonathan M. Daley, Selectman; Laura Buono, Town Administrator.

Chairman Bailey opened the meeting at 6:00 p.m.

**1. OPEN SESSION**

*Richard McNamara*- Mr. McNamara came before the Board to volunteer to serve on the Local River Management Advisory Committee as a Hillsborough representative. Mr. McNamara reviewed his life experiences that he feels would be of benefit. Selectman Daley said the Conservation Commission has discussed the fact that there is an opening and he feels they would be happy to hear that Mr. McNamara has volunteered. Selectman Daley moved to nominate Richard McNamara as a Hillsborough representative to the Local River Management Advisory Committee. Motion was seconded by Chairman Bailey. A vote was taken. Motion passed unanimously.

*Marjorie Porter* – Ms. Porter said she had met with the Director of the Grapevine recently and came before the Selectmen tonight to encourage them to fund the full \$4,000 in the 2019 operating budget. Chairman Bailey said there hasn't been a decision made but that Ms. Gallagher was coming tonight to discuss it.

**2. ROBYN PAYSON – PLANNING DIRECTOR**

Ms. Payson met with the Selectmen to review a warrant article that was passed in 2018 regarding RSA 72:81 but which needs to be amended and voted on again in 2019. Ms. Payson said that during the 2018 vote, the exemptions were not outlined in the article and that needs to be rectified this year. The RSA is intended to help businesses (commercial and industrial) to be able to build, expand, and renovate with the value to the property due to those changes to be phased in. The Board discussed the percentages of the increased assessment value to be phased in for years 1-5 and decided on the following:

- Year 1 - 50% of the increased assessment value as described above;
- Year 2 - 40% of the increased assessment value as described above;
- Year 3 - 30% of the increased assessment value as described above;
- Year 4 - 20% of the increased assessment value as described above;
- Year 5 - 10% of the increased assessment value as described above.

The warrant article will be voted on at Town Meeting on March 12<sup>th</sup>.

*Weatherstone Crossing* – Ms. Payson brought up Weatherstone Crossing and said there are a lot of rumors circulating with regard to the project. She said that currently both she and the Town Administrator are the contacts on the project and said there are a lot of confidential details that cannot be released to the public however, the project is moving forward.

Plan NH – Ms. Payson informed the Selectmen that we have officially been notified that we have been awarded the Plan NH Grant for the Charrette. Ms. Payson said she is working with Robin LeBlanc and they will be bringing a team for that weekend. They will need lodging and meals but those details will be worked out as part of the planning process. Ms. Payson said they are looking at dates in mid to late May for the Charrette.

### **3. MELISSA GALLAGHER RE: GRAPEVINE FUNDING REQUEST**

Melissa Gallagher, Director of the Grapevine met with the Selectmen to review the services the Grapevine offers to residents of Hillsborough. For the past two years, Hillsborough has contributed \$4,000 each year toward programs. Ms. Gallagher shared the following information with the Selectmen with regard to programming and residents served for 2017/2018:

- Better Beginnings Parent - Child Programs (this is year round; includes both center based and Hillsborough based programs): **32**
- Better Beginnings for Babies Program (year round): **2**
- Information and Referral Services (this includes assistance with basic supports & services): **14**
- Home Visiting (this is our in-home program for families in high need/crisis situations): **19**
- People's Service Exchange (our time bank program which provides access to free services such as home repairs): **7**
- Mental Health Services (people served at the Grapevine through Riverbend Community Mental Health): **24**
- Free Tax preparation Program (serving low to moderate income families): **55**
- Avenue A Teen & Community Center (includes both teens and adults served): **17**
- Special Programs (includes parent education workshops and special family events): **87**
- Before and After School Club (these are two students who live in Hillsborough and attend Antrim Elementary): **2**

Municipal funding sources were also reviewed and discussed with the Selectmen. The Selectmen agreed later in the meeting that the \$4,000 contribution to the Grapevine will remain in the 2019 proposed budget.

### **4. MANIFEST MOTION**

Chairman Bailey moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 14207 - 14273 a/k/a Vouchers 1, 2, 2A & 3 in the amount of \$258,802.16 (includes 193 direct deposit stubs) and Accounts Payable Check numbers 20134 - 20249 a/k/a Vouchers 1 & 2 in the amount of \$1,090,117.34. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

\*\* A/P Checks include payment to HDSD in the amount of \$762,740.22

### **5. CONSENT AGENDA**

Chairman Bailey moved to approve the Consent Agenda for January 15, 2019. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

- Water/Sewer Abatement (8 Autumn Rd.) \$365.00
- Intent to Cut – Map 1 Lot 56
- Solar Energy Exemption – Map 24 Lot 41

## 6. APPROVAL OF MEETING MINUTES

Chairman Bailey moved to approve the minutes of December 27, 2018 as written. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

## 7. OTHER BUSINESS

2019 Budget – Ms. Buono reviewed the operating budget with the Selectmen. She stated that she had met with the Conservation Commission Chairman with regard to the Commission's plans and based on the fact that they still have two parcels to survey, she has added the \$8,000 back into their budget for those projects. Ms. Buono also reviewed two minor changes to the Library budget that she is recommending. She said based on information received from the library, of the \$12,000 we have given them for books in 2017 and 2018, they have spent just under \$10,000 of that each year. Ms. Buono recommends reducing that line item to \$10,000. Ms. Buono also recommended reducing the Media line item from \$2,600 to \$1,500 since in 2017 they spent \$851.39 and in 2018, \$1,166.94. The Selectmen also discussed the budgeted amount for the Grapevine and decided to change the funding from \$2,000 back to the \$4,000 that has been donated for the last two years. They will discuss Riverbend's amount at the next meeting in hopes of receiving further information. Minor changes were made to the Parks Budget as well. At their next meeting they will review the Warrant and finalize the Operating Budget for the Public Hearing.

Franklin Pierce Lake Association Request – Ms. Buono brought forth a request from the Franklin Pierce Lake Association to use the patio area of the lifeguard house at Manahan Beach on July 6<sup>th</sup> in order to have a band play. Ms. Buono noted that the Town doesn't typically allow residents to reserve that area because the beach is used by the public but the pavilion is available to use. The Board briefly discussed the request and agreed that it would not be appropriate to reserve for such an event. Ms. Buono will contact the Association with the decision.

Employee Retirement Fund – Ms. Buono informed the Selectmen that both unions have voted to authorize the change in the holders of the retirement fund from ICMA to John Hancock. Ms. Buono presented paperwork to the Board for their approval and signatures in order to move the funds. Chairman Bailey moved to approve the change from ICMA to John Hancock. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

Seminole Road - Map 14 Lot 181 – Ms. Buono said as part of a land sale of town owned land, we had previously sent the abutter to Map 14 Lot 181 on Seminole Road a letter inviting them to purchase the lot from the town and merging it with theirs. At that time the owner was not in the position to purchase it but would now like to do so. Ms. Buono asked if the Selectmen would authorize her to move forward and handle the sale with the same terms as was originally outlined. The Board agreed. Ms. Buono will handle the paperwork and bring the deed to the Selectmen once completed.

Sewer Rates – Selectman Daley reported that sewer rates will be increasing from \$90/quarter to \$120/quarter due to increased costs associated with the EPA application approval.

## 8. ACTION ITEMS

Sidewalk Project – Ms. Buono reported that DuBois & King just completed the Purpose and Needs Statement and the existing conditions evaluation for the project.

2 Bridge Street – Selectman Daley said that Mama McDonough's has an interest in the property at 2 Bridge Street if the Town is going to demolish it. Their interest was briefly discussed.

**9. ADJOURNMENT**

Chairman Bailey moved to adjourn at 8:10 p.m. Motion was seconded by Selectman Daley. 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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James C. Bailey III, Chairman

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David N. Fullerton, Selectman

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Jonathan M. Daley, Selectman