

Board of Selectmen  
Meeting Minutes  
February 3, 2015

Present: David Fullerton, Chairman; Wendy Brien-Baker, Selectman; Alan Urquhart, Selectman; Laura Buono, Town Administrator.

Chairman Fullerton opened the meeting at 5:30 p.m. and asked for all in attendance to stand for the Pledge of Allegiance.

In Attendance: Jane Butler, Peter Brigham, Robyn Payson, Herm Weigleman, Mike Reopel, Pat Matheson, Daniel Scully,

**1. NONPUBLIC SESSION**

Chairman Fullerton moved to go into nonpublic session at 5:33 p.m. under RSA 91A:3II (a) personnel. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Chairman Fullerton – yes; Selectman Brien-Baker – yes; Selectman Urquhart - yes. Motion passed unanimously.

In attendance: Chairman Fullerton, Selectman Brien-Baker, Selectman Urquhart, Laura Buono, Town Administrator.

Employee and Police Union contracts were reviewed for ratification by the Selectmen. Various employee increases were reviewed with the Selectmen by the Town Administrator.

Chairman Fullerton moved to come out of nonpublic session at 6:20 p.m. Motion was seconded by Selectman Brien-Baker. A roll call vote was taken. Chairman Fullerton – yes; Selectman Brien-Baker – yes; Selectman Urquhart - yes. Motion passed unanimously.

Selectman Brien-Baker moved to ratify the Employee and Police Union contracts. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

**2. OPEN SESSION**

*John Segedy* – Mr. Segedy spoke about the planning budget and said he would like the Selectmen deny the Planning Boards request for the Planner position to be fulltime. He also asked the Selectmen to deny the \$1,000 stipend request that the Planning Board brought forward. He feels it should be a petitioned article if the Board wants to be paid. Mr. Segedy also feels that with regard to the summer recreational program and staff changes, he wants the Selectmen to leave the budget as is so that the money is there if the change doesn't work.

*Peter Brigham* – Mr. Brigham presented the Selectmen with a letter from the Lions club requesting that they be allowed to use the park for the circus again this year. Mr. Brigham said they need the approval so they can schedule the show and since the parks board meeting is canceled this month, he is bringing it to the Selectmen for approval. They would like to use the field on June 25, 2015 (Thursday). Selectman Brien-Baker moved to approve the Lions Club request. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

### 3. APPOINTMENTS

Jane Butler – Jane Butler, President of the Historical Society spoke briefly about the project to put in a staircase and lift in order to make the second floor of the Heritage Museum accessible to the public. Mike Reopel need help to get a platform and a stairwell in the fire tower and described the need. Pat Matheson said she would like to be able to use the room for senior activities but needs accessibility. Architect Daniel Scully reviewed the plan details with the Selectmen. The total is \$140,000 with \$8,000 already received via the Moose plate grant (Vertical lift = \$60,000; Tower work = \$44,000; Stairs, etc. = \$36,000). Ms. Buono asked if for budgeting purposes, the work could be split in stages and was told yes with the first phase being the tower work.

Land Use Budget – Planning Director Robyn Payson said that the change in the economic development portion of the Land Use Budget is for Marketing Hillsborough and explained the process that the Economic Development Committee has undertaken. The visit from the Commissioner of DRED (Dept. of Resources and Economic Development) was also discussed. Herm Wiegelman, Chairman of the Planning Board, brought up a memorandum that was sent to the Selectmen requesting a \$1,000 stipend for members of the Planning Board. Mr. Wiegelman said it was brought up about 6 years but it never got to town meeting at that point in time. Selectman Brien-Baker said there are other elected committees that are not paid stipends and said she feels a volunteer is a volunteer. Selectman Urquhart agreed with Selectman Brien-Baker and gave his opinion of volunteerism. Mr. Wiegelman said he views the Planning Board as being equal to the Board of Selectmen and said he feels it's a totally independent Board. Ms. Buono disagreed and said she polled other municipalities and only found one out of the 23 or so that responded who paid their members a stipend of \$10 per meeting they attend. Mr. Wiegelman brought up the Town Planner position and the past history of the position always having been fulltime and the projects that were done in the past by the planner. Selectman Brien-Baker stated that when this was brought up last year, she said she would not support a change until she saw a plan that outlined what the Planning Board wanted this position to work on. The plan still has not been submitted. Chairman Fullerton spoke in favor of the change and said he feels it's necessary in order to recruit businesses to come to Hillsborough. Ms. Buono said that when this was brought up last year, the Planning Board had never even invited her in for a discussion and this had been pointed out at that time. Again this year, she was not asked for her input and considering she's the Town Administrator, there should have been some dialog that took place before a request was sent forward. Ms. Buono doesn't feel that this is the year to bring this position fulltime although she is definitely in support of economic development but, she would also like to see a plan in place prior to the change. Selectman Urquhart also would like to see a 5 year plan and said that the EDC didn't bring this change to the position forward this year as they had in the past.

Parks Board Budget – Peter Brigham asked if he could speak on the summer program budget before the Selectmen get into the Parks Budget. Mr. Brigham said he has an idea as to what the summer program will cost. He also discussed electricity and pavilion and the beach house and said there is only one plug. He noted that the supply shed doesn't have electricity but the wiring is right there and it would be cheap money to connect. Mr. Brigham presented his summer program budget and recommended program fees be charged in the amount of \$50/wk for the first child and \$25 for every other child in that family. Mr. Brigham said the swimming program is separate however, if someone attends camp and would like to also attend the swim program, the \$10 fee per child will be waived. Mr. Brigham is now certified as a Water Safety Instructor and said he would like to move forward to hire water safety instructors. Selectman Brien-Baker asked Mr. Brigham if he was planning on being at the beach on a daily basis and doing the scheduling to which he replied yes. Selectman Urquhart said he's concerned with the diversion program and asked how this is going to be accomplished. Mr. Brigham said he has done this job for 14 years and the summer months are typically slow. He said he has come to the Town Administrator for other challenges such as the Health Officer position that he took on. Mr. Brigham said that right now juveniles for diversion is down and said although they are doing more

community service and recreation during the year that makes up for that, the summer hours at the Teen Center are cut and said that Bill will be able to help coordinate the trips in the summer. Mr. Brigham said Judy is down from her lift work in the summer and can work with diversion if that happens during the summer and said if he has to go to the office at the end of the day for something, he will. Mr. Brigham said Joyce Aubry has been the second in command for the summer program and although she has a fulltime job, she doesn't need to leave for that job until 2:00 p.m. so she is at the beach most of the day. Program fees that had been presented to the Selectmen at a past meeting were discussed. Selectman Brien-Baker said she is not in favor of charging fees. Mr. Brigham said it's reasonable for him to recommend fees but he is totally okay if the Selectmen don't want to charge fees. Mr. Brigham said it was never his intent to exclude someone who couldn't afford to pay from the program. In fact, he had factored in that 1/3 of the campers would attend for free, 1/3 at half price and 1/3 at full price and mentioned that the School charges for their summer program. This was briefly discussed. Selectman Brien-Baker said she feels this is not the year to introduce fees because of the change. Mr. Brigham said it's the Selectmen's call and if they feel it's not the year to do it for the summer camp program then it shouldn't be done. The consensus of the Selectmen for 2015 is that summer camp fees will not be charged but that it will be revisited in 2016.

#### **4. SELECTMEN BUSINESS**

*Selectmen's Report* – Selectman Brien-Baker circulated her version of the Selectmen's Report for the Town Report and said that she simply took Chairman Fullerton's report that he had written and tidied it up and made a couple of additions. The Selectmen reviewed the report and approved the changes.

#### **5. MANIFEST MOTION**

Chairman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 8038 - 8118 a/k/a Vouchers 4,5,6 in the amount of \$137,452.46 (includes 142 direct deposit stubs) and Accounts Payable Check numbers 11149- 11250 a/k/a Vouchers 4 & 5 in the amount of \$850,156.50. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

#### **6. CONSENT AGENDA**

Chairman Fullerton moved to approve the Consent Agenda for February 3, 2015. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

#### **7. APPROVAL OF MINUTES**

Selectman Brien-Baker moved to approve the meeting minutes of January 13, 2015. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

#### **8. ADJOURNMENT**

Selectman Brien-Baker moved to adjourn at 9:10 p.m. Motion was seconded by Selectman Urquhart . 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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David N. Fullerton, Chairman

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Wendy Brien-Baker, Selectman

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Alan Urquhart, Selectman