

Board of Selectmen
Meeting Minutes
April 10, 2018

Present: David N. Fullerton, Selectman; Jon Daley, Selectman; Laura Buono, Town Administrator.

Selectman Fullerton opened the meeting at 6:00 p.m.

In Attendance: Samantha Gallo, Peter Mellen, Chris Sieg, Dave Lewis, Joyce Bosse, Michael Pon.

1. **OPEN SESSION**

Samantha Gallo – Ms. Buono stated that she invited Mrs. Gallo in to speak briefly on historic documents that were found in the library. Mrs. Gallo stated that the documents that were found had been donated to the Town by the Gilbert Family approximately 40 years ago and which have historic value. The documents date back to 1775 and 1776 and have original signatures, one being signed by John Hancock. All the documents are covered with mold and will need to be cleaned. She contacted Northeast Document Conservation Center who was recommended by the NH Historic Society to inquire about cleaning costs and was given a price of \$1,000 - \$3,000. Mrs. Gallo said Mike Reopel has offered to pay for the cleanings. Mrs. Gallo said that she contacted a military documents appraiser and they estimate the total appraisal for all documents to be \$18,000 - \$25,000. Once they are cleaned, the Selectmen will have to decide how and where they would like to display them. The Selectmen had no problem having the documents cleaned and accepting Mr. Reopel's offer to pay for the service.

2. **WATER & SEWER COMMISSIONERS RE: TAX DEEDED PROPERTIES**

In response to a request sent to the Commissioners from the Selectmen with regard to waiving water and sewer fees on two vacant town owned properties recently taken via tax deed, the Commissioners met with the Selectmen to explain why they feel they should not agree to waive the fees based on the structure of the town code outline those fees. Peter Mellen, Chairman of the Commissioners read through a prepared document outlining the town codes which the department operates under (181 & 223). Mr. Mellen said that they are not comfortable approving the requested waiver for fear of being accused of favoring the town over other users. It was brought up that the Town does not waive the requirement to have traffic control on water and sewer projects and the rates that are passed through the contractor is not reduced. Selectman Fullerton suggested they contact labor ready for flaggers. Ms. Buono said if the contractor is the one hiring the traffic control and billing as part of the project, the Commissioners should be negotiating that prior to signing the contract. At the end of the discussion about the waiver request, it was decided that Ms. Buono will get together with Penny Stafford and draft a change to the code allowing for such a waiver so that it can be adopted and implemented.

Lagoon/Treatment Plant – Peter Mellen brought up the tree cutting and land clearing outside the lagoon fence. He stated that they had requested a price from John Brown & Sons to have the work done and were given a price of \$4,200. It was suggested that although the sewer department is paying for the clearing, they may want to get a couple more prices in the hopes of getting it done for a lesser amount. The sewer department will be handling the mowing of that area moving forward.

3. **MANIFEST MOTION**

Selectman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 13141 - 13184 a/k/a Vouchers 14 & 1453 in the amount of \$162,939.08

(includes 122 direct deposit stubs) and Accounts Payable Check numbers 18488 - 18590 a/k/a Voucher 15 in the amount of \$1,019,025.80. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to HDSO in the amount of \$868,389.32

4. CONSENT AGENDA

Selectman Fullerton moved to approve the consent agenda for April 10, 2018. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

- CNHRPC Appointments – Robert Hansen, Susanne White, Gary Sparks
- Economic Development Appointment – Richard Hellings
- Elderly Exemption – Map 26 Lot 86-4; Map 15 Lot 3; Map 24 Lot 17
- Veterans Credit – Map 11F Lot 41; Map 11J Lot 116
- Valuation Abatement Approvals: Map 23 Lot 61 \$2,500; Map 11J Lot 395 \$32,900
- Intent to Excavate – Map 10 Lot 44; Map 7 Lot 71
- 2017 Tax Refunds 2nd Issue – Werner \$594.17; Grimstad \$411.35
- Tax Anticipated Note Application (if needed)

5. APPROVAL OF MINUTES

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

6. OTHER BUSINESS

Bridge Street Sidewalk – Selectman Fullerton said he went to the NHDOT office in Swanzy to talk about the repair that is needed on the sidewalk that goes over the bridge on Bridge Street. He said they referred him to the Concord office so he will be going there to speak with them.

Conservation Commission – Ms. Buono said she spoke with Terry Yeaton, Chairman of the Conservation Commission with regard to Map 9 Lot 40 which they have requested to be designated as conservation land. The parcel is town owned and contains 6.6 acres on Emerald Drive. Mr. Yeaton told Ms. Buono that this lot has a State Fish and Game designated wild trout brook running through the middle of it and due to the location of the lot, it makes an excellent choice for a bike trail or hiking path. Selectman Daley moved to designate Map 9 Lot 40 as conservation land. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Manahan Park – Selectman Fullerton brought up the docks at Manahan Park and said he feels we need to do some work on them. Selectman Fullerton feels they are a resource for Hillsborough and we should take care of them. Ms. Buono asked if there are any holes in them and was told no but they could use some sprucing up. This will be discussed at the next meeting when Chairman Bailey is in attendance.

7. ACTION ITEMS

Rumble Strips – Ms. Buono reported that she sent an email to NHDOT with regard to the schedule to fill in the rumble strips but had not heard back yet.

Sidewalk Project – Five engineering firms have been interviewed and the Selectmen will meet to discuss the scoring and selection of the firms. Based on the schedule, the project will be complete in the Fall of 2019.

8. ADJOURNMENT

Selectman Daley moved to adjourn at 7:10 p.m. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Board of Selectmen

Date: _____

James C. Bailey III, Chairman

David N. Fullerton, Selectman

Jonathan M. Daley, Selectman