

Board of Selectmen
Meeting Minutes
April 12, 2016

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

In Attendance: Michael Pon, Joyce Bosse, Peter Brigham, Richard Head, Linda White, Ann Ford, Brett Cherrington, John Segedy.

1. NONPUBLIC SESSION

Chairman Urquhart moved to go into nonpublic session at 6:02 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Bailey. A roll call vote was taken. Chairman Urquhart – yes; Selectman Bailey – yes; Selectman Fullerton - yes. Motion passed unanimously.

In attendance: Chairman Urquhart, Selectman Bailey, Selectman Fullerton, Town Administrator Laura Buono, Peter Brigham.

Chairman Urquhart moved to come out of nonpublic session at 6:50 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. A roll call vote was taken. Chairman Urquhart – yes; Selectman Bailey – yes; Selectman Fullerton - yes. Motion passed unanimously.

Selectman Bailey moved to seal and restrict the minutes of the nonpublic. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

2. PUBLIC COMMENT

There was no public comment.

3. CONSERVATION COMMISSION

Richard Head, Commission Member spoke with regard to the Selectmen's Meeting Minutes of March 8th with regard to the Selectmen's decision to abate the land use change tax for Weatherstone Crossing. Mr. Head said he has taken no position on the project but after reviewing RSA 76:16 (Abatements) and RSA 79-A:10 (Abatement of Land Use Change Tax), there appears to be an error in the reasoning behind the abatement. The minutes reflect an exchange for a 96 acre easement however, that is not something which should be used as the reason for the abatement. Furthermore, he pointed out that the abatement can only occur one the tax is generated. Ms. Buono stated that Town Counsel has been involved with regard to the various steps put into place. Brett Cherrington, Chairman of the Commission handed the Selectmen a two page letter in which he criticized the Selectmen for agreeing to abate the land use change tax in order to assist this major development to move forward. Chairman Urquhart did not allow Mr. Cherrington to discuss the letter stating that it's only fair to allow the Selectmen to read the document in its entirety prior to either responding or discussing. Selectman Fullerton said he attended the last Conservation Commission meeting and their main concern with regard to the abatement appears to be that they will not receive the 50% that they would typically receive on such a tax. Selectman Bailey would like to double check to make sure the process was done properly and if not, the Selectmen will make the appropriate changes to the abatement agreement.

4. SELECTMEN'S OBJECTIVES

The Selectmen discussed items to be placed on the Selectmen's Objective List for 2016. The items suggested by the Selectmen were: Meeting with Planning Board, Water & Sewer, EDC and the Selectmen to discuss economic development and sewer capacity moving forward; Fuller Public Library renovations and uses for the third floor; Annual meeting of the various committees; Quarterly Meetings with various department heads; Substance Abuse Program; Downtown Parking Spaces; Sunday hours for the Transfer Station; Follow up on various Selectmen decisions; Sidewalks & Crosswalks Downtown (collaboration between town and state); Improved sound system for meetings.

5. LIASON REPORTS

Conservation Commission - Selectman Fullerton said he attended the last Conservation Commission meeting and their main concern with regard to the abatement appears to be that they will not receive the 50% that they would typically receive on such a tax.

Planning Board - Selectman Bailey said they talked about the implementation of the Master Plan and getting it done by the end of the year.

Parks Board - Chairman Urquhart said the Parks Board is taking a look at the mission statement and making some changes to send to the Selectmen. They also discussed portable bathrooms as well as the purchase of new security cameras.

6. MANIFEST MOTION

Chairman Urquhart moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 9825 - 9897 a/k/a Vouchers 13, 14 & 15 in the amount of \$197,128.39 (includes 176 direct deposit stubs) and Accounts Payable Check numbers 14001 - 14156 a/k/a Vouchers 13, 14, 15 & 16 in the amount of \$994,542.69. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

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

7. CONSENT AGENDA

Selectman Fullerton moved to approve the consent agenda for April 12, 2016. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Applications for Current Use - Map 5 Lot 80; Map 1 Lot 1
- Intent to Excavate - Map 10 Lot 44
- Elderly & Disabled Tax Deferral - Map 12 Lot 38
- Property Tax Credit (Solar) - Map 2 Lot 3
- Elderly Tax Credits - Map 7 Lot 51; Map 1 Lot 35; Map 23 Lot 127-4
- Veterans Tax Credit - Map 8 Lot 39

8. APPROVAL OF MINUTES

Selectman Bailey moved to approve the meeting minutes of March 22, 2016 as written. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

9. OTHER BUSINESS

Town of Deering – Ms. Buono said she has spoken to the Deering Town Administrator and they would like to continue with the same agreements that cover both the Transfer Station and the Recreation Programs. The Transfer Station is based on a formula which is applied to the operating budget each year, and the Recreation Agreement is a payment in the amount of \$25,000 annually. The Selectmen agreed to keep these agreements as they currently exist.

Fire Truck Purchase – Ms. Buono presented the Selectmen with the purchase agreement from Pierce Manufacturing, Inc. for the building of the new fire department vehicle for the amount of \$817,437.00 (does not include other add-ons once vehicle is built). The agreement is standard with this type of purchase and covers the expectations by both the Town and Pierce. Selectman Bailey moved to authorize the Chairman to sign the agreement. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

ALS Agreement – Chief Stafford forwarded the annual Advanced Life Support Intercept Agreement between the Town of Hillsborough and the Concord Fire Department for approval. Chairman Urquhart moved to enter into the Advanced Life Support Intercept Agreement with the Concord Fire Department and to authorize the Town Administrator and Fire Chief to sign the necessary documentation. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Raccoon Alley Property – Ms. Buono said they received a request by a previous owner of a parcel on Raccoon Alley that the Town took for taxes, to purchase it back. A payment was also received for the back taxes, interest to date, and the 15% penalty. The Selectmen signed the quitclaim deed for Mr. Kuck.

Town Hall Painting – Ms. Buono reported that they had received three quotes for the painting of Town Hall. Legendary Painting in the amount of \$10,850; Kimo's Painting - \$15,900 and Pitcher Mountain in the amount of \$28,100. Ms. Buono said Legendary Painting handled the trim painting on the library building and did a very nice job. Selectman Fullerton moved to award the Town Hall painting to Legendary Painting in the amount of \$10,850. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Tax Anticipation Note Paperwork - Ms. Buono circulated the documentation for the Tax Anticipation Note line of credit for 2016. Although we no longer have the need to borrow money as was done in the past, this line of credit is available if we need to utilize a portion of it throughout the year. The Selectmen signed the paperwork.

NH Retirement System – Ms. Buono said there was paperwork missing as a result of a NHRS audit in which a past Board of Selectmen would have authorized the fire department's retirement (only one employee is a member of NHRS) to have their contributions pre-taxed. Ms. Buono said the Selectmen will need to vote to have the pre-tax status. Selectmen Bailey moved to authorize the Chairman to sign the Tax Shelter Election Form for Political Subdivision Employers. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Farmers Market – Ms. Buono said she received a call from Herm Weigleman with regard to the Farmers Market which is currently sponsored by Hillsborough Pride. Mr. Weigleman requested the market be sponsored by the Town since it is housed on town property and this would allow Hillsborough Pride to take it off their liability insurance since the cost for insurance is becoming a financial difficulty. The Selectmen agreed to this request. Ms. Buono said there is also a local microbrewer who would like to sell his products at the Farmers Market. The Selectmen agreed as long

as the NH Liquor Commission gives approval and state guidelines are followed. Ms. Buono said she would pass this on to Yvonne Weigleman who handles the vendors for the market.

Grimes Field – Selectman Fullerton brought up the signs that are on the fences at Grimes Field which are sold by Hillsborough Youth Association. He feels there should be a formal policy to allow signs on the fence and asked Chairman Urquhart to bring this up at a Parks Board meeting.

Parking in Fire Lanes – Selectman Fullerton said the City of Keene has a local ordinance with regard to parking in a fire lane. Since it is an ordinance, the City gets to keep the money raised by violators instead of it going to the State. He feels the Town should put such an ordinance into place. Ms. Buono will discuss it with the Police and Fire Chiefs.

10. NONPUBLIC SESSION

Chairman Urquhart moved to go into nonpublic session at 8:25 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Urquhart – yes; Selectman Bailey – yes; Selectman Fullerton - yes. Motion passed unanimously.

In attendance: Chairman Urquhart, Selectman Bailey, Selectman Fullerton, Town Administrator Laura Buono.

The Selectmen discussed requests from individuals who have asked to be reappointed to different committees for the Town of Hillsborough.

Chairman Urquhart moved to come out of nonpublic session at 8:55 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. A roll call vote was taken. Chairman Urquhart – yes; Selectman Bailey – yes; Selectman Fullerton - yes. Motion passed unanimously.

11. ADJOURNMENT

Chairman Urquhart moved to adjourn at 8:58 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