

Board of Selectmen
Meeting Minutes
May 22, 2018

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

In Attendance: Richard Helling, Jill Lucier, Fay Smith, Joyce Bosse, Michael Pon.

Selectman Daley opened the meeting at 6:30 p.m.

1. OPEN SESSION

Dick Baldwin – Mr. Baldwin said he would like to put a history of the Hillsborough Cemeteries together and asked if he could come in and look at documentation in order to assist with it. Mr. Baldwin was told that he can come in anytime during normal business hours and review the records.

Billy Goss - Mr. Goss said he has helped the 4-wheeler club do some work on Railroad Drive off of Contoocook Falls Road in the past and has used his own equipment to help them even out the road. Mr. Goss said that it needs to be graded but he doesn't have the equipment to do it and would like permission to use the town grader to help them out. Selectman Fullerton feels it's a good idea. Mr. Goss said it's a road that a lot of people use. Selectman Daley asked if there was a cost involved. Mr. Goss said it would only be the fuel since he would donate his time. Selectman Fullerton moved to allow Mr. Goss to use the grader to work on Railroad Drive. Motion was seconded by Selectman Daley. A vote was taken. Motion passed unanimously.

2. RICHARD HELLING – OUTDOOR SEATN MAMA McDONOUGH'S

Mr. Helling met with the Selectmen to again request permission to place tables on the two grassed areas in front of his restaurant for the summer. The space is owned by the Town and just as was done last year, Mr. Helling said he would take care of keeping the grass mowed. Mr. Helling also requested that he be able to place 2' x 8' lattice fencing around the area with a chain connecting them versus the plastic chains that were used last year. The fence would be removed at the end of summer but they feel it will look much nicer. They will be placing posts in the ground for stability while the fence is in use and cap them in the winter. He would also like to place a chain between 2 Bridge St. (town owned) and his building in an effort to keep kids from going out back. Selectmen Fullerton and Daley reviewed the information and approved both the request to put the fence up as well as the chain between buildings. (Chairman Bailey had not yet arrived to the meeting). Mr. Helling brought up that if the Town ends up removing 2 Bridge Street, he would be interested in leasing the land to have additional outdoor seating.

3. JILL LUCIER & FAY SMITH RE: WOODLAND ATV

Ms. Lucier and Ms. Smith came before the Selectmen to introduce themselves and said they are a newly formed ATV club. They are a nonprofit with a Board of Directors. They mentioned that there was an ATV club about 10 – 12 years ago which had established trails and had agreements with property owners. They stated that they have been to the Bureau of Trails to review what was in place previously and reviewed that information with the Board. Ms. Lucier & Ms. Smith said there doesn't appear to be any records showing the trails have been maintained or adopted by other clubs.

Selectman Daley said Bill Goss was working with a club and doing work on the Henniker border. Chairman Bailey suggested the club check with Steve Livingston since he is active with the snowmobile club and may have some information. After reviewing the old map, the Selectmen asked what they would like from the Board. Ms. Lucier and Ms. Smith said they would like permission to use class VI roads in Hillsborough. The board said they would like to see a proposed trail system that links to other trails before discussing permission to use any town roads. Ms. Buono said once the Selectmen agree, they would hold a public hearing on the roads the club would like to use prior to issuing approval or denial. Ms. Buono asked if the state still gives the club an insurance policy once the trail is established. Ms. Lucier and Ms. Smith said yes and noted that the State also provides the signs for the trails. Once a better map is drawn out and a proposed trail is in place, the club will come back before the Selectmen.

4. **MANIFEST MOTION**

Selectman Daley moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 13276 - 13324 a/k/a Vouchers 20 & 21 in the amount of \$152,183.01 (includes 125 direct deposit stubs.) Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously. Ms. Buono said the payables will be done later in the week and asked for the Selectmen to give her authorization to approve it. Selectman Daley moved to authorize Ms. Buono to approve the payable manifest. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

5. **CONSENT AGENDA**

Selectman Daley moved to approve the consent agenda for May 22, 2018. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Russ Galpin ZBA Appointment
- 2017 Abatement – Maker in the amount of \$374.99
- Land Use Change Tax – Map 10 Lot 21-2 in the amount of \$2,590.00
- Intents to Excavate – Map 7 Lot 190; Map 10 Lot 68
- Gravel Tax Levy – Map 7 Lot 190 in the amount of \$220.20

6. **APPROVAL OF MINUTES**

Selectman Daley moved to approve the minutes of May 8, 2018 as amended. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

7. **OTHER BUSINESS**

Kemp Park – A letter was received from the Kemp Park Committee with regard to the status of the new building. The project is moving forward and they will be pouring a slab. Billy Goss is helping with the site work and will be speaking with Mike Borden about the slab. Ms. Buono said the committee has been notified that they must file a building permit although no fees will be charged.

Lions Club – Ms. Buono brought up a request from the Lions Club to change their donation for Grimes Field from a pavilion to two benches. The change is due to the cost of the pavilion and the benches would be placed in the same location. There was a question that was brought up as to whether or not these two benches will be placed near the other two that are there. Ms. Buono did not know the answer to that but said she would contact the President of the Lions Club and find out. The Board didn't have any issues with changing the scope from a pavilion to the benches.

Boat Dock – Selectman Fullerton asked if we’re going to replace or repair the boat dock. Chairman Bailey said it was originally part of the plan when the boat launch was done but it had to be removed since the funding wasn’t available with the State but we will probably be looking into funding again. Selectman Fullerton said he has information on a company who does work on them and asked if the other two Selectmen had a problem if he asked them for some information on doing ours. The Board had no problems with Selectman Fullerton gathering information.

Emerald Lake Village District – Ms. Buono said they received a complaint from a property owner in Emerald Lake Village District (ELVD) with regard to being denied a hook up to the water system in the district and being told by the Commissioners that he is not allowed to drill a well on his property. Ms. Buono said she and the Planning Director have met with regard to this and neither of them feels it is authority of the Commissioners to deny a person the right to drill a well on their own property. Ms. Buono said once they find out the legalities of this, she will share it with the Commissioners so that they are aware of it.

Historic District Work Group – Ms. Buono said the Planning Director has finished working on the draft copy of the Historic District Codes and zoning and is ready to start meeting with a work group on it. Ms. Payson would like permission to invite Stephen Bennett and Gil Shattuck to join Chairman Bailey, Ms. Buono and herself in the group to put the finishing touches on it before it’s submitted to the Selectmen and then the Planning Board for review. The Board agreed with the makeup of the group and to allow Ms. Payson to proceed.

8. ACTION ITEMS

Sidewalk Project – Ms. Buono said she, Robyn Payson and Selectman Daley got together to put together the spreadsheet on estimated engineering services needed for the Sidewalk Project. Dubois and King also put one together for comparison. These spreadsheets will get exchanged the day before the next meeting with the Selectmen and negotiations will take place. A brief discussion took place about what to do if the cost is over what was budgeted when all is said and done. Ms. Buono said it’s her understanding that if a change in finances is needed, they would be able to apply for additional funds under a change order but hopefully by knowing what we’ve budgeted for engineering, it will work out. Ms. Buono will try and schedule a meeting for June 5th at 9 or 10 a.m.

Road Names (911) - Selectman Daley said they are working on about 3-4 road names that need changing (such as Park Street & Park Place for example). Once the list is completed, a hearing will need to be set up with notices going to all the homeowners on those streets. Ms. Buono said we may be able to utilize youth services to get the notices out. Selectman Daley said he would like to be part of that project at the time. Selectman Fullerton said when the fire dispatch was solely in Hillsborough it wasn’t bad but now that Concord has it, it’s a little different. Selectman Daley will get a list for the Selectmen to review prior to moving anything forward.

Woods Woolen Mill Site – Ms. Buono said a draft letter to Ms. Gagnon (abutter) with regard to the use of the key for the fence to access her property has been forwarded to our land use attorney for his review. Once that letter is ready, the Selectmen will sign it and Ms. Buono will meet with Ms. Gagnon to go over it with her.

2 Bridge Street – Ms. Buono presented the Selectmen with a quote from 24 Hour Trauma in the amount of \$4,790.00 for the cleaning out of the 2nd and 3rd floor of 2 Bridge Street as well as the outside of the building with the exception of the grease traps. This will not include the “store” items on the lower level and 1st floor. They will disinfect the items before any work is done and it will be bagged and disposed of off-site (including hazardous materials). All the trash and debris will be removed and the site will be left clean. Selectman Daley moved to approve the work being done by 24

Hour Trauma. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

9. ADJOURNMENT

Chairman Bailey moved to adjourn at 8:12 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: _____

James C. Bailey III, Chairman

David N. Fullerton, Selectman

Jonathan M. Daley, Selectman