

Board of Selectmen
Meeting Minutes
May 26, 2015

Present: Wendy Brien-Baker, Chairman; Alan Urquhart, Selectman; James Bailey III, Selectman; Laura Buono, Town Administrator.

In Attendance: Chief David Roarick, David Merrill, Willis Merrill, Dave Fullerton, James Bailey IV, Robert Hassett, George Kalipolitis .

1. NONPUBLIC SESSION

Chairman Brien-Baker moved to go into nonpublic session at 6:03 p.m. under RSA 91A:3II (a) employee matter. Motion was seconded by Selectman Urquhart. A roll call vote was taken. Chairman Brien-Baker – yes; Selectman Urquhart – yes. Motion passed unanimously.

In attendance: Chairman Brien-Baker, Selectman Urquhart, Selectman Bailey (entered after the beginning of the meeting), Town Administrator Laura Buono, Police Chief David Roarick.

Chairman Brien-Baker moved to come out of nonpublic session at 6:16 p.m. Motion was seconded by Selectman Urquhart. A roll call vote was taken. Chairman Brien-Baker – yes; Selectman Urquhart – yes; Selectman Bailey - yes. Motion passed unanimously.

Selectman Brien-Baker moved to seal the minutes of the nonpublic session. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

2. OPEN SESSION

There were no public comments.

3. APPOINTMENTS

James Bailey IV – Mr. Bailey is the Facilities Director for the schools and spoke about the Hisboro-Deering High School baseball field and the home plate area that is partially shaded by trees that are on town owned property. There is a 100' x 60' area that has been marked off for this purpose. Mr. Bailey passed out a google photo with the area marked off for discussion purposes. The tree removal had previously been approved by the Selectmen although they still had to approve the method in which they would be removed. Dave Fullerton spoke and said he feels cutting the trees down won't solve the problems and read from a prepared document. George Kalipolitis, who lives on Myrtle St. said they've been subject to tree removal before when the Transfer Station was built and cited several reasons why he is not in favor. John Segedy feels it will help with the situation and said the area they want to cut is away from the Myrtle St. area. The Selectmen reviewed the photo information. Chairman Brien-Baker asked if they did any other testing. James Bailey IV said they did visual inspections and said it wasn't because of any underground spring it's definitely from the snow melt. Paul Platter spoke on the issue. It was noted that taking down these trees would still leave a 240' buffer before getting to Myrtle Street. The Selectmen tabled the decision so that they could take a look at the area. It was decided that the Selectmen will view/walk the area before their meeting of June 23rd.

Chief David Roarick – Chief Roarick said that K-9 Fanto is now retired and what was previously mentioned, Sgt. Nicholas Hodgden would like to take over ownership of Fanto if the Selectmen still feel that is what they would like to do. Sgt. Hodgden trained and worked with Fanto all these years and full responsibility and ownership will shift to him. Chairman Brien-Baker moved to sign over ownership of K-9 Fanto to Sgt. Hodgden effective immediately. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously. Ms. Buono will draft a letter to that effect.

4. LIAISON REPORTS

Park Board – Chairman Brien Baker said there hasn't been a Park Board meeting since the last Selectmen's Meeting so there is nothing to report.

Master Plan Visioning Session – Chairman Brien-Baker said there is a Master Plan Visioning Session scheduled for June 24th from 6:00 pm – 9:00 pm either at the middle school or high school. Chairman Brien-Baker said she would like to have as many Selectmen there as possible.

Planning Board – Selectman Bailey stated that the Planning Board would like to be more proactive on the town ordinances and would like to try and have a meeting with the ZBA to discuss this.

Economic Development Committee – Selectman Urquhart said the EDC meets this Thursday although he is unable to attend the meeting. Ms. Buono will be attending the meeting.

5. ADMINISTRATOR'S REPORT

Family Dollar – Ms. Buono said that she and Robyn Payson had a conference call with the attorney for Family Dollar on May 19th and reviewed various items/information with them with regard to the 1912 road that runs through their property. It was agreed that the first step for them to take was to have an “as built” of the property done which will show where the property lines are and the 1912 road. They anticipated it would take about 2-3 weeks to have that completed. Once it is done, we will have another conference call to review it and discuss solutions to present to the Selectmen. Mr. Willis Merrill voiced his concern about the Family Dollar attorney being relatively new to the information. Ms. Buono said she has done considerable research and there was plenty of discussion with regard to the information.

National Guard Armory – Ms. Buono stated that she contacted the Adjutant General's Dept. with regard to the National Guard Armory and spoke with Helen Champa who verified that the Armory is going to continue to be used. Ms. Champa said that they are simply taking care of an overcrowding issue by moving a portion to the new facility once it's built in Hooksett. With that being said, no letter of interest in the building to the Governor and Council was drafted.

Master Plan Update – Ms. Buono reported that at their May 6th meeting, the Planning Board voted to recommend that Central NH Regional Planning Commission serve as the consultant for the Master Plan Update. CNHRPC was the lowest price and have already done a portion of the work. Ms. Buono said that if the Selectmen agree, a motion should include authorization for Robyn Payson to sign the contract for the service. Chairman Brien-Baker recognized John Segedy who asked to speak. Mr. Segedy said he's a member of the Master Plan Committee (a subcommittee of the Planning Board) and feels that the Planning Board should have let them give a recommendation. Mr. Segedy went on to disagree with the manner in which the service was placed out for quotes as well. Ms. Buono said that the Master Plan Committee met all of last year and the process wasn't finished plus the visioning session is scheduled for June 24th and to delay this any longer would be unfortunate. Ms. Buono added that Mr. Segedy has had time to request to see the price quotes from the various agencies. The Selectmen agreed and Chairman Brien-Baker moved forward with CNHRPC and to authorize Robyn

Payson to sign the service agreement. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Employee Outing – Ms. Buono reported that the employee outing this year is being scheduled for Saturday, August 1st at the Fireman’s Field. Invitations will be sent out and plans are being made.

Ratification of Signature – Ms. Buono brought up the December 9th Selectmen’s Meeting and said the Board voted to approve the request by the National Guard to place a dish on the pole at the Fire Station and another piece of the system within the station. Ms. Buono said that once the Memorandum of Understanding (MOU) arrived, it had her name on it for a signature. Ms. Buono said that since the motion the Selectmen made on December 9th did not include permission for her to sign the MOU, the paperwork was sent back from the AG’s Office and she has been asked to have the Selectmen make a motion to ratify her signature on the document. Selectman Urquhart moved to approve and ratify Laura Buono’s signature on the MOU between the Town of Hillsborough and the National Guard Armory. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

2014 Audit – The auditors were here last week for the 2014 audit. Things seemed to go along very smoothly. We should have the final audit in approximately 4-6 weeks.

Truck Bids – Ms. Buono informed the Selectmen that only one truck bid had been received in response to the advertisement to sell one of the highway trucks and the old Fire Chief’s vehicle. After a brief discussion, it was decided to place another advertisement in the Union Leader and to contact the individual who had submitted a bid and ask if they would like their bid to be opened with any others that come in as a result of the new ad.

Highway Truck Purchase – Ms. Buono presented the Selectmen with the approved financing package for the purchase of the new highway truck. The financing is through Tax Exempt Leasing (Santander Leasing, LLC). Ms. Buono said the Selectmen will need to authorize the Chairman to sign the documents. Selectman Bailey moved to authorizes Chairman Brien-Baker to sign the lease purchase documents. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

6. MANIFEST MOTION

Chairman Brien-Baker moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 8497 - 8546 a/k/a Vouchers 21 & 22 in the amount of \$133,518.57 (includes 128 direct deposit stubs) and Accounts Payable Check numbers 11933 – 12024 a/k/a Voucher 20 in the amount of \$168,412.14. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

7. CONSENT AGENDA

Chairman Brien-Baker moved to approve the Consent Agenda for May 26,, 2015. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Pole License – Windsor Road
- Tax Abatement – Trice \$1,228.90
- Gravel Tax Abatement – Mello \$17.54
- Tristen Logan Volunteer Proclamation

Chairman Brien-Baker moved to deny 2014 property abatements for Map 11K Lot 167 & 167-1. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Chairman Brien-Baker moved to approve 2014 property abatements (assessed value) for Map 14 Lot 494 - \$10,800; Map 26 Lot 90 - \$11,600; Map 12 Lot 82 - \$16,000; Map 8 Lot 81 - \$13,400. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

8. APPROVAL OF MINUTES

Chairman Brien-Baker moved to approve the public and nonpublic meeting minutes of May 12, 2015. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

9. NONPUBLIC SESSION

Chairman Brien-Baker moved to go into nonpublic session at 7:20 p.m. under RSA 91A:3II (c) employee matter. Motion was seconded by Selectman Bailey. A roll call vote was taken. Chairman Brien-Baker – yes; Selectman Urquhart – yes; Selectman Bailey - yes. Motion passed unanimously.

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

The Board reviewed Farmstead's of N.E. request for charitable status and discussed the financial information associated with it.

Chairman Brien-Baker moved to come out of nonpublic session at 7:35 p.m. Motion was seconded by Selectman Bailey. A roll call vote was taken. Chairman Brien-Baker – yes; Selectman Urquhart – yes; Selectman Bailey - yes. Motion passed unanimously.

10. ADJOURNMENT

Chairman Brien-Baker moved to adjourn at 7:40 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: _____

Wendy Brien-Baker, Chairman

Alan Urquhart, Selectman

James Bailey III, Selectman