

Board of Selectmen
Meeting Minutes
July 26, 2016

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

In Attendance: Zane Merva, Mark Rodier, Joanne Tramontozzi, Dick Baldwin, Leigh Bosse, Benjamin Trumble.

Chairman Urquhart opened the meeting at 6:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

1. OPEN SESSION

Dick Baldwin – Mr. Baldwin said he has been thinking about the parking in downtown Hillsborough and asked why the Selectmen don't consider taking ownership of the two buildings downtown on the corner of Bridge Street for the purpose of razing them and putting in a parking garage. Ms. Buono and Selectman Bailey explained that the Economic Development Committee had already investigated that option however, the topography of those lots are not conducive to placing a parking garage there. New parking signage and working with downtown landlords is also in the plan said Selectman Bailey.

2. EMERALD LAKE VILLAGE DISTRICT

Zane Merva and Mark Rodier, ELVD Commissioners met with the Selectmen to discuss a couple of concerns. Before beginning, they introduced Joanne Tramontozzi who is their new Administrator for the District. Commissioner Merva brought up septic inspections that the Selectmen had recently discussed with the building inspector and decided against adopting and requested that the Selectmen consider implementing them at least in the ELVD area. They have had issues in the past with faulty installations and they feel it would be a benefit to have the inspections since the NH Dept. of Environmental Services (DES) only does an inspection after the installation is completed. Commissioner Rodier feels the one inspection is not enough and said they have discussed as a commission, possibly having residents who are on the water being required to have their septic tanks pumped annually but the testing of the beaches have been fine this year. Selectman Bailey said he feels if there are issues with improper installations down there, they should contact DES and said he feels it's something the State has missed. Commissioner Merva said he did contact DES however; it was beyond the window to report it. The Commissioners said they want to protect the lake and drinking water supply in the District and feel a \$100 fee and inspection isn't going to break the bank for someone who is already paying to have a new septic installed. This will also provide protection for the homeowner. The Selectmen agreed to implement this for Gould Pond.

Sullivan – While the Commissioners were present, Ms. Buono reported to the Selectmen that the Sullivan's who had come before the Selectmen at the last meeting with a request for assistance to be able to use the beach at Emerald Lake have been approved. The Commissioners have decided that residents in that area that are on the ELVD water system but who may not be in the "district" will be able to pay an annual fee in order to use the beaches if they desire to do so. Ms. Buono said the resolution was reached quickly and everyone seemed happy with it.

3. LIAISON REPORTS

Planning Board – Selectman Bailey said he wasn't at the Planning Board Meeting because he was on vacation however; the meeting for the anchor store for the new development didn't take place. The new sign that was paid for by grants and donations for the school was brought up but doesn't require a hearing.

4. MANIFEST MOTION

Chairman Urquhart moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 10335 - 10420 a/k/a Vouchers 29 & 30 in the amount of \$159,701.47 (includes 138 direct deposit stubs) and Accounts Payable Check numbers 14710 - 14802 a/k/a Vouchers 28 in the amount of \$776,500.81. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

** A/P checks include payment to Trustees of Trust Funds in the amount of \$445,000. for capital reserve funds voted at March Town Meeting.

5. CONSENT AGENDA

Chairman Urquhart moved to approve the consent agenda for July 26, 2016. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Intent to Cut – Map 8 Lot 144
- Lien Discharge – Map 13 Lot 91 (Chairman Signature Only)
- State Forest & Land Reimbursement

6. APPROVAL OF MINUTES

Selectman Fullerton moved to approve the meeting minutes of July 12, 2016 as written. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

7. OTHER BUSINESS

Dispatch – Ms. Buono said at the last Selectmen's Meeting, there was no motion made after the nonpublic session to hire Elizabeth Hendrickson for the dispatch department. Selectman Bailey moved to hire Elizabeth Hendrickson as a part time dispatcher. The motion was seconded by Chairman Urquhart. A vote was taken. Motion passed unanimously.

Employee Request – Ms. Buono said as requested, she spoke with other town managers with regard to the request made by Mr. McAllister to be given back his original date of hire for the purpose of keeping longevity benefits (specifically more vacation time). Ms. Buono said other managers agreed that if they had an employee "retire" and take the benefits from retiring which in Mr. McAllister's case included cashing in his earned time, they would consider that employment as severed. Ms. Buono said within Hillsborough's Personnel Policy, the only manner in which you receive a payout of earned time is to leave employment. The Selectmen agreed that Mr. McAllister's decision to "retire" and take the benefits from that is the key and they denied his request to retain longevity benefits now that he is working in the dispatch center. Ms. Buono will advise him of the decision.

Water & Sewer (W&S) - Ms. Buono said the meeting on Thursday at the Fire Station is to discuss the water and sewer departments proposed fee structure. Ms. Buono said she heard from the Weatherstone Crossing developer with regard to a letter from the W&S Commissioners that is basically a "can and

will serve” letter. It basically states they have the sewer capacity to provide them with and can accept that capacity. Ms. Buono said she is concerned with liability and feels they should consider getting our property liability insurance company (P&L) involved on this level since attorneys are talking. Ms. Buono distributed a couple of documents to the Selectmen with one being the letter to W&S from the developer’s attorney who was questioning the need for two of the engineering studies. Selectman Bailey said he feels it would be beneficial for the Selectmen to be receiving a copy of the W&S minutes that involve this development. Ms. Buono said her concern isn’t so much with the accessibility fees they have agreed to charge the developer, it’s broader than that. She said if for some reason this goes south there is no way around the town getting sued. Ms. Buono said if we were going to get sued by any developer and that developer produces a letter which states what this letter states, she is concerned it would be detrimental for the Town. Selectman Bailey said he’s been told the letter was only for the purpose of stating they have the capacity available. Ms. Buono said she was told the same thing however, even if that was the W&S Commissioners intent, she’s concerned that if no notice is given to our P&L at this stage, there could be consequences especially since attorneys are talking. Ms. Buono said she has already spoken to Penny in W&S that she was bringing this issue before the Selectmen. Ms. Buono said she can see both the Developer’s side with regard to the letter as well as W&S side. Unfortunately, Ms. Buono said the wording of the letter may not be favorable for the Town. Ms. Buono said she’s not trying to be an alarmist but she feels we have an obligation to have a discussion with P&L about it. The Selectmen agreed. Ms. Buono again said the attorneys have spoken although nothing has been resolved yet. Ms. Buono said if there are any questions that the P&L has that she can’t answer, she’ll bring the W&S staff in to answer them. Selectman Urquhart said he’s also concerned with individual Commissioners talking behind the scenes to individual Selectmen and sending emails without including the Town Administrator. He said he has requested that this Commissioner run his contact for the Selectmen through the Town Administrator. He feels the public should be involved with this because we finally have development and now we have all sorts of side issues. He said the Selectmen want development and they want it to work out. Dick Baldwin said he has lived in this area for 60 years of his life and remembers when the downtown area was booming. He said he has talked to a lot of people about the development that is coming and everyone he’s talked to feel there are too many people making decisions and most people want this development dearly and they would be very upset if this failed. Selectman Bailey said the Selectmen agree - we want this development.

Greater Hillsborough Senior Services (GHSS) – Ms. Buono said GHSS has taken over the bus trips for shopping (Maple Leaf) and instead of using the Town’s van they have started to use their bus and are requesting to get the gas money that would have been used for our van to be given to them for their bus. Ms. Buono said it’s not a lot of money however the money is originally budgeted for the van. Selectman Bailey said they are implementing a service that the van isn’t doing anymore. Ms. Buono said there is about \$1,100 in that line item. Ms. Buono said there is concern that this is just another little piece of the budget that will be given to GHSS especially after a large chunk of money was given to them at Town Meeting. Chairman Urquhart is not in favor of giving money out of different lines of the budget to outside organizations. Selectman Bailey said it is a good service but he still has a concern about no accountability. He said he didn’t mind giving the \$8,000 at Town Meeting, but there is no accountability for those tax dollars. This was briefly discussed. Ms. Buono said they received \$8,000 from the Hillsborough residents and \$2,000 from Deering. In addition to that, Hillsborough pays for the mailing of the newsletter and sponsors various other programs and pays reimbursement for other things. Ms. Buono said they do offer senior services but shouldn’t the gas money be part of the \$8,000 that was already given by the voters? Selectman Fullerton said he was thinking the same thing. There was a roll call vote with Selectman Fullerton voting no, Chairman Urquhart voting no, and Selectman Bailey voting no because of no accountability.

Transfer Station – Ms. Buono said Luke Levesque has brought up the changing recycling market to the Board previously and the fact that they town is losing money on different items. Ms. Levesque would

like to start compacting paper and has the opportunity to purchase a used compactor for \$5,500 with a one year warranty and about \$1,500 in electrical work. This will save on hauling fees and it's estimated to pay for itself in a little over a year or sooner. The money for this purchase would come out of the Transfer Station Equipment Capital Reserve Fund (CRF) for the equipment with the electrical work out of the operating budget. Selectman Fullerton said Luke is very frugal and is very good at figuring these types of things out and this can serve multiple purposes. There was a brief discussion about the equipment CRF for each department. Selectman Bailey moved to approve the compactor purchase for paper. The motion was seconded by Chairman Urquhart. A vote was taken. Motion passed unanimously.

Staff Leave – Ms. Buono said she has an employee who has recently begun earning time and who would like to take a course that is not associated with their job but which is only offered during the day for one day a week. The employee is paying for the course themselves but is not sure they have enough earned time to cover the one day a week for a month off. If they don't have the time available, they won't meet the 35 hours a week which are required to maintain benefits. The Selectmen approved the time off and approved the use of sick time for this purpose.

8. ADJOURNMENT

Chairman Urquhart moved to adjourn at 8:35 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