

Board of Selectmen
Meeting Minutes
August 8, 2017

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

In Attendance: Chelsea Szalanski, Dianne Rutherford, Jack Wells, Paris Wells, Kim Wells, John Segedy

Chairman Bailey opened the meeting at 6:00 p.m.

1. NONPUBLIC SESSION

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

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

Ms. Buono introduced Dianne Rutherford to the Selectmen with a recommendation to hire her for the Administrative/Land Use Secretarial position. This position will be vacated by Iris Campbell who is retiring on September 1st. Ms. Buono reviewed Ms. Rutherford's qualifications with the Selectmen. Ms. Buono stated that Ms. Rutherford would be able to train with Ms. Campbell for three weeks. Ms. Buono also noted that the employment offer is contingent upon successful completion of a criminal background and driving record check. Ms. Buono said that although Selectman Daley isn't present at the meeting tonight, he did review Ms. Rutherford's credentials and didn't voice any opposition to bringing her forward for hiring in his absence.

Chairman Bailey moved to come out of nonpublic session at 6:15 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes. Motion passed unanimously.

2. NONPUBLIC SESSION

Chairman Bailey moved to go into nonpublic session at 6:16 p.m. under RSA 91A:3II (b) hiring. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes. Motion passed unanimously.

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

Ms. Buono introduced Chelsea Szalanski to the Selectmen with a recommendation to hire her for the Youth Services Director position. Ms. Szalanski was unanimously chosen by the interview committee which Selectman Daley was a member. Ms. Buono reviewed Ms. Szalanski's qualifications with the Selectmen. Ms. Buono noted that the employment offer would be contingent upon successful completion of a criminal background which will be more in depth due to the nature of the position.

Chairman Bailey moved to come out of nonpublic session at 6:31 p.m. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Bailey – yes; Selectman Fullerton – yes. Motion passed unanimously.

Chairman Bailey moved to hire Dianne Rutherford as the Administrative/Land Use Secretary. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Chairman Bailey moved to hire Chelsea Szalanski as the Youth Services Director. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

3. **OPEN SESSION**

There was no public comment

4. **MANIFEST MOTION**

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 12067 - 12137 a/k/a Vouchers 31 & 32 in the amount of \$172,283.68 (includes 126 direct deposit stubs) and Accounts Payable Check numbers 17020 – 17112 a/k/a Vouchers 31 & 32 in the amount of \$964,250.82. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to HDSD in the amount of \$771,200.75

5. **CONSENT AGENDA**

Chairman Bailey moved to approve the consent agenda for August 8, 2017. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

- Yield Tax Levies in the amount of \$497.37 & \$549.95

6. **OTHER BUSINESS**

Landry Gardens – Ms. Buono said that Paris Wells came in to see with regard to the condition of Landry Gardens which are on the corner of Bridge and Main Street. These gardens are owned by the Town and haven't been worked on this year so they are quite overgrown. Ms. Buono said the Parks Department will be working on cleaning that area up. Mr. Wells also had several complaints about other areas of the downtown area including private residences. This was discussed along with the possibility of a property maintenance code for the Central Business District. Unfortunately there are absentee landlords who do not maintain the outside of the properties and they allow weeds to grow up past the windows, construction trash to go without removal in the back of the property, etc. Ms. Buono said that once the Planning Director is back in the office, she will discuss this with her. Flower planters that are proposed by the Chamber of Commerce were also discussed. Selectman Fullerton said that Bill Goss is concerned about them in the winter since they will take extra labor hours to clear around them. It has been proposed that holders be hung from lamp posts instead. Chairman Bailey will bring this proposal to the Chamber and discuss Mr. Goss' concerns. The maintenance of the kiosk that covers the traffic control box was also brought up. Ms. Buono said they can send letters to property owners about cleaning up however, there isn't much authority if health hazards do not exist but it's worth a try. Kim Wells, Paris Wells, and Jack Wells joined the conversation later in the meeting and brought photos of the areas they have concerns about. A brief overview as to what was discussed earlier in the meeting took place.

Highway Block Grant Money – Ms. Buono reported that the Town received additional Highway Block Grant Money in the amount of \$149,282.02. A public hearing to accept and expend those funds will

be set up for the first meeting in September. This money has to be spent on projects within two years and cannot add to the general fund balance.

Elderly Exemption – Ms. Buono said that an individual had been sent three letters about bringing in verification showing she qualifies for the elderly exemption that she had been receiving. Since the deadline came and went without her information being sent in, her exemption was removed. In July, she contacted the Selectmen’s Office and asked if there was anything she could do to get the exemption back and she has sent a letter requesting the Selectmen consider it. The Board agreed they wanted to help this individual but that she needed to send verification in as soon as possible in order to be considered for the exemption. Ms. Buono will have Iris Campbell contact her.

OHRV Grant – Ms. Buono said that Chief Roarick brought in paperwork for an OHRV Law Enforcement Grant which was approved for the Police Department in the amount of \$1,080.00. The Agreement must be signed but since it has to be notarized as well, she asked that the Selectmen make a motion to authorize her to sign it. Chairman Bailey moved to authorized Laura Buono to sign the agreement paperwork between NH Fish and Game and the Hillsboro Police Department. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Beards Brook Swimming Area – Ms. Buono gave the Selectmen copies of a Shoreland Permit by Notification that Nancy Torres and Bill Goss worked on. This encompasses the plan that the Selectmen reviewed at the last meeting and will be sent in this week to NHDES.

Church Parking Meeting – Ms. Buono asked the Selectmen which day next week, Tuesday or Wednesday are they available to attend a meeting with Doug Hatfield with regard to the parking in front of the Smith Church. It was decided that Wednesday at 10:00 will be sent to Doug Hatfield as a date and time.

Sawyer Bridge – Selectman Fullerton said while we’re looking into cleaning up areas, we should take a look at the weeds that are growing on Sawyer Bridge at some point.

7. ADJOURNMENT

Chairman Bailey moved to adjourn at 7:33 p.m. Motion was seconded by Selectman Fullerton. The Board voted all in favor.

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