

Town of Hillsborough
Board of Selectmen
Meeting Minutes
October 14, 2014

Present: David Fullerton, Chairman; Wendy Brien-Baker, Selectman; Alan Urquhart, Selectman; Laura Buono, Town Administrator.

Chairman Fullerton opened the meeting at 6:45 p.m.

In Attendance: John Segedy, Michael Pon, Peter Brigham

1. OPEN SESSION

Michael Pon – Mr. Pon notified the Selectmen that the Town Administrator's in Henniker and Antrim have resigned to take Town Manager positions in other communities and felt it was something they should be aware of.

2. SELECTMEN BUSINESS

Budgets – Chairman Fullerton handed out a sheet he prepared which listed the year 2000's budget totals and 2013 budget totals and briefly discussed what he would like the Selectmen to consider as the budget season moves forward.

Department of Environmental Services – Chairman Fullerton said he received a phone call from DES with regard to Beards Brook and said that they would be happy to walk the town through the process for bringing the beach back to how it was. Selectman Brien-Baker asked what the problem is. Chairman Fullerton said it has eroded and hasn't been taken care of. Laura Buono suggested the subject be brought up at the next Park Board Meeting.

DOT Letter – Chairman Fullerton handed out a list of the five executive council members and said they make the decision on the money to be spent on the state level. Chairman Fullerton would still like to see a letter writing campaign move forward for the paving of Center Road even though they have recently done a coating over a portion of it. Ms. Buono will put a letter together for the Boards signatures.

3. ADMINISTRATOR'S REPORT

Fuller Public Library – Ms Buono reported that the masonry work for this year is done with the portico support being completed. Mr. Ludwig (Mason) is going to supply pricing for the other areas that need work as well as re-pointing various areas of the brickwork. As it stands, it will probably come out to be less expensive after all is said and done then the price we had previously received from another contractor. The trim work is completed and Ms. Buono said she hasn't heard when the roofing work is going to begin and said they are currently receiving pricing on moving the heating units from underneath the outside stairway to the lawn area in order to prevent the icing up that was experienced last winter. This may not be a project that can be completed until 2015.

Town Hall – Ms. Buono stated that the siding on the Town Hall is completed and the plan is to have the trim scraped and painted next summer. The drainage and paving project on the side of the building began today and said they have recently had some repairs done on the HVAC which for some reason,

has never been serviced since it was purchased. It will be placed on an annual service moving forward as we do on the furnace.

Transfer Station – Ms. Buono said that Luke Levesque reported that they have already caught two people in unauthorized areas by using the new camera system.

Red Fox Crossing – Ms. Buono updated the Selectman that the town owned property on Red Fox Crossing has been restored in accordance with the Department of Environmental Services regulations and the final report is being completed in order to be submitted to DES.

Gould Pond Dredging – Ms. Buono reported that she is still waiting for one more quote to dredge Gould Pond from the company that restored Red Fox Crossing. Ms. Buono said she contacted the company again via email and asked if they are still submitting a quote. Ms. Buono asked the Board if they wanted her to move forward without that price if she can't get it by the end of this week. The Selectmen authorized her to move forward with the project.

Economic Development Committee – Ms. Buono informed the Board that on Friday October 10th, the Economic Development Committee hosted Commissioner Jeff Rose and Development Director Carmen Lorentz from the NH Dept. of Resources and Economic Development for lunch and a presentation of what Hillsborough has to offer. After the meal, they were taken on a tour of Woods Woolen Mill, the Central Business District, and Old Hillsborough Center. They thoroughly enjoyed the presentation and will be forwarding a couple of contacts to us for our future work on various projects with the town.

Park Board – Ms. Buono brought up the subject of a retaining wall that the Park Board would like to build behind the bathhouse at Manahan Park and which was budgeted for this year. Ms. Buono stated that Jim Bailey has received a quote from Center Concrete (Tom Patanaude) for a little over \$9,000. Mr. Bailey had tried to get pricing from Henniker Aggregate however; they only sell the blocks for the retaining wall but don't install them. Mr. Bailey had also contacted Dan's Excavating but they don't have the time available to do the job. Mr. Bailey would like the Selectmen to consider allowing the wall to be put in by Center Concrete and the Park Board will get pricing earlier next year for the other wall that needs to be built. A brief discussion ensued with regard to whether or not local companies were tapped into for pricing. Selectman Brien-Baker moved to allow the Park Board to move forward with the one wall for this year. The motion was seconded by Alan Urquhart. A vote was taken. Motion passed unanimously.

Family Fun Night – Ms. Buono said that the School is holding a Family Fun Night on November 20th from 6:00 – 7:30 p.m. and they would like someone to speak briefly on the Manahan Summer Program and said that in the past, Cathy Bennett had done it. The Selectmen suggested Ms. Buono ask Jim Bailey if he would handle this.

Summer Program Director - A discussion took place with regard to developing a job description for the Summer Program Director as well as advertising for the position. Ms. Buono said that she has spoken with Jim Bailey about the job description and said she will offer to put a draft description together to help him out. Ms. Buono said that Chairman Fullerton had brought up the concept of an interview committee but nothing has been decided about that. Selectman Urquhart would like this to move forward and suggested Chairman Fullerton push it at the next meeting. Ms. Buono said she doesn't have a problem handling this if the entire Board wants it done by her or to provide support for the Parks Board. This was discussed further. Selectman Brien-Baker asked when they discussed a

hiring committee. Ms. Buono said that Chairman Fullerton had brought it up during a Selectmen's meeting and she had suggested it be discussed on the Park Board level to get their input however, she's not sure what the status is.

Contoocook River Local Advisory Committee – Ms. Buono said that James Young from the Conservation Commission has volunteered to be appointed to the Contoocook River Local Advisory Committee to fill one of the two Hillsborough vacancies. Selectman Brien-Baker moved to approve the appointment of James Young. The motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Emergency Management – Selectman Urquhart thanked the Emergency Management for the pamphlets that they recently put out and said it is a good resource for the residents in Hillsborough.

Employee Union – Due to a change in her schedule, Selectman Brien Baker will be unable to be the Selectman's representative for the union contract negotiations for the employee's union. Selectman Urquhart volunteered to fill that role. Ms. Buono will forward the date and time of the first meeting to Selectman Urquhart.

4. LIAISON REPORTS

Planning Board - Chairman Fullerton said there are some good things coming and existing projects are being done. He reported that there is a project coming through for property across from Village Discount and that Mike Black is still working behind the scenes. Chairman Fullerton said that the Planning Board is talking about changing the job description for the Planning Director. A brief discussion ensued with regard to this.

Park Board – Chairman Fullerton said the list of items/questions he had brought to the Parks Board last week was well received. Mr. Bailey will be in contact with Ms. Buono to discuss the items.

5. MANIFEST MOTION

Chairman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 7584 – 7662 a/k/a Vouchers 40, 41 & 42 in the amount of \$191,977.41 (includes 179 direct deposit stubs) and Accounts Payable Check numbers 10415 - 10554 a/k/a Vouchers 27, 28 & 29 in the amount of \$1,126,428.95. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to the HDSB in the amount of \$731,427.41

6. CONSENT AGENDA

Chairman Fullerton moved to approve the Consent Agenda for October 14, 2014. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- 2010 & 2011 Water & Sewer Abatements totaling \$7,734.62 (due to wrong serial number application).
- Sewer Abatement in the amount of \$404.13 (Jones)
- Intent to Cuts – Map 7 Lot 5; Map 9 Lots 100 & 116; Map 7 Lot 48
- Cemetery Deeds – Robert Seymour/Dorothy Bianchi; J. David & Kathleen Seymour
- State of NH Election Certification

7. APPROVAL OF MEETING MINUTES

Chairman Fullerton moved to approve the meeting minutes of September 23, 2014 as written. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

8. PUBLIC COMMENT

John Segedy – Mr. Segedy said he was on the committee for the Safe Routes to School and mentioned that there was money approved through that program for the project going across the bridge and feels it should be looked into. He also suggested that a sidewalk should be placed in front of Marjorie Porter and Gary Sparks home so that children don't cross the road to walk on the sidewalk on the other side of the street, only to have to cross back over to continue on the sidewalk. Since the Town's right of way extends in front of Ms. Porter and Mr. Spark's home, it shouldn't make a difference if they do not like the idea since it's a matter of safety. Mr. Segedy urged the Selectmen to try and bring the Police budget down based on the population going down. He said he appreciates the work they do but it's a small town. Chairman Fullerton said there have been complaints about the department and the budget but he feels they're unfounded. He said he has a scanner and listens to what happens. Mr. Segedy gave a couple of suggestions as to changes he would like to see in the running of the police department. Mr. Segedy then brought up the relocation of the heating units at the Library and said perhaps by the Town Hall would be a better location rather than on the lawn.

9. ADJOURNMENT

Selectman Brien-Baker moved to adjourn at 7:56 p.m. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Board of Selectmen

Date: _____

David N. Fullerton, Chairman

Wendy Brien-Baker, Selectman

Alan Urquhart, Selectman