

Board of Selectmen
Meeting Minutes
October 13, 2015

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

Chairman Brien-Baker opened the Selectmen's Meeting at 6:03 p.m.

In Attendance: Joyce Bosse, David Fullerton, John Segedy.

1. TOUR OF 3RD FLOOR OF LIBRARY

The Board of Selectmen toured the 3rd floor of the Library building so that they could have refresh their memory on the layout of the floor. A brief discussion took place with regard to ideas for the future use of the 3rd floor. Ideas included meeting space for organizations and town committees as well as office space for the Economic Development Committee and others town committees that may benefit from an office. Additional space for the town offices was also briefly discussed and will be addressed at some point in the future.

2. OPEN SESSION

David Fullerton – Mr. Fullerton came before the Board to bring up an incident at his home which required him to call the police for assistance. He said that Officer Bennett came to his home to assist with his situation and did a very good job handling the individual in question and wrapping up the situation professionally. Mr. Fullerton said he wanted to make sure he passed on that he feels the Hillsborough Police Department is doing a good job.

John Segedy – Mr. Segedy made a suggestion that although the agenda for the Selectmen's Meetings are sometimes online, they should be online all the time. He also suggested that electronic locks with cards could be used at the library for access to the building.

3. LIAISON REPORTS

Parks Board – Chairman Brien-Baker said there was no Park Board meeting to report on.

Economic Development Committee – Selectman Urquhart reported that the EDC discussed their budget as well as the ongoing Civic Plus project (Town Branding/EDC website). There was a short discussion at that meeting with regard to Weatherstone Crossing and the issues they are having with the EPA. The money for CEDS projects has been approved and said the EDC's priority is sidewalks. Selectman Urquhart said the EDC will be discussing a Business Retention Development Program at their next meeting. Selectman Urquhart also brought up the extreme draft version of a beautification program project that he proposed to the EDC for blighted properties. He said he would like to get input on this and understands that changes would have to be made. Ms. Buono said there would need to be quite a bit of discussion and work done on such a project but the ultimate goal of assisting with property and town beautification is a good one. Selectman Urquhart will collect input and suggestions.

Planning Board – Selectman Bailey said the subdivision was approved that was before the Planning Board which was for the purpose of selling a parcel of land to the Town via the Conservation Commission. Ms. Buono informed the Selectmen that Brett Cherrington signed an agreement that had been approved by the Conservation Commission, to supply the seller of the land with a charitable contribution letter for the difference of the value if the parcel appraises for more than the sales price.

Budget – Ms. Buono mentioned that the department heads are working on their budgets and she briefly reviewed her anticipated schedule to have them in before the Board for budget review. Ms. Buono said the fund balance is still strong and that cash flow has helped to enable us to get through the year with only one short term tax anticipation note.

4. ADMINISTRATOR’S REPORT

Electronic Prices @ Transfer Station – Ms. Buono reported that the cost to dispose of electronics for the Town has gone up considerably however; Luke Levesque would like to keep the charge as it currently is and will revisit it with the Selectmen in the future.

Building Maintenance – Ms. Buono said that as previously discussed, the plan had been for Luke Levesque to take over the light building maintenance for all the buildings this year but with the increased need for him at the Transfer Station due to staff changes, that didn’t happen. Since the need is still there, Bill Luce who works part-time for youth services is taking on that role. Bill has over 13 years experience in building maintenance and has already started to work with the various departments to find out what they need to have done. The Fire Department is planning on doing their maintenance in the same manner as they have always done it.

Transfer Station – Ms. Buono informed the Selectmen that the drains that were used to collect rain water from the facility/buildings and deposit it into the septic holding tank have been closed per authorization from DES.

NHRS Audit – Ms. Buono said that the Town is being audited by New Hampshire Retirement System. She stated that this should be a simple audit just to verify that what needs to be reported is being reported and what doesn’t need to be reported, isn’t.

Town Owned Land Sale – Ms. Buono verified with the Selectmen that individuals who purchase lots in the Emerald Lake Village District through the Town’s land sale, are able to use it to build garages, sheds, and structures of that kind on them. The response was yes.

Solar PILOT – Ms. Buono asked the Selectmen for direction with regard to the proposed payment in lieu of taxes (PILOT) for the solar garden which is scheduled to be built on the town’s landfill. Ms. Buono said at this time, there isn’t any data available for our assessing agent to definitively come up with a value since it is still fairly new to New Hampshire. The solar company has entered into a PILOT with the Town of Milton and has almost finalized one with the City of Franklin. Ms. Buono asked the Selectmen if they are comfortable with the information that had been given to them if there were 5 year reviews inserted into it so that there are at least increased for the duration of the contract. The Selectmen agreed that they were in favor of keeping this project moving forward and continuing with the PILOT as proposed with the 5 year review adjustment. Selectman Bailey said he feels this is a good project for the Town. Ms. Buono said she will pass this on and schedule the public hearing that is necessary to approve the PILOT.

5. MANIFEST MOTION

Chairman Brien-Baker moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 9148 – 9220 a/k/a Vouchers 40, 41 & 42 in the amount of \$197,089.34 (includes 179 direct deposit stubs) and Accounts Payable Check numbers 12818 - 12936 a/k/a Vouchers 39 & 40 in the amount of \$1,206,543.96. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to the Hillsboro-Deering School District in the amount of \$782,888.83.

6. APPROVAL OF MINUTES

Selectman Bailey said the minutes of September 22nd need to be amended to reflect that the minutes of the nonpublic session was sealed. Chairman Brien-Baker moved to approve the meeting minutes of September 22, 2015 as amended. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

7. CONSENT AGENDA

Chairman Brien-Baker moved to approve the consent agenda for October 13, 2015. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Yield Taxes in the amount of \$2,032.70
- Intent to Cut – Map 6 Lot 52
- Timber Tax Abatement – Map 9 Lot 128 in the amount of \$483.36 (miscalculation)
- HealthTrust Membership Agreement – Chairman Only
- ICMA Agreement – Chairman Only
- Police Union CBA

8. NONPUBLIC SESSION

Chairman Brien-Baker moved to go into nonpublic session at 7:40 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Bailey. 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, Town Administrator Laura Buono.

Chairman Brien-Baker moved to come out of nonpublic session at 8:33 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.

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

9. ADJOURNMENT

Chairman Brien-Baker moved to adjourn at 8:35 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: _____

Wendy Brien-Baker, Chairman

Alan Urquhart, Selectman

James Bailey III, Selectman