

Board of Selectmen
Meeting Minutes
November 22, 2016

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

In Attendance: Robyn Payson, Brett Cherrington, Roger Racette, John Segedy

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

1. OPEN SESSION

There was no public comment during open session.

2. OTHER BUSINESS

Rte 9 Rumble Strips – The Selectmen discussed the complaints that have been received with regard to the new rumble strips that the State of NH put on Rte. 9. Ms. Buono stated that the police and Fire Chiefs sent their input as requested. The Police Chief would like to see the rumble strips stay but being placed off the white line as the others are on that same road. Chief Roarick explained that when they are on a motor vehicle stop and traffic moves over, they end up riding over the center yellow line. Since the rumble strips on the white fog line on the other side as well, drivers are less apt to move over to allow additional space for the car that is now riding the yellow line because they don't want to hit the rumble strips. Chief Roarick said this creates a dangerous situation and said they don't experience that when the strips are off the white line. Ms. Buono said Chief Stafford sent an email stating that the last he understood was that the rumble strips would be off the white lines 18 inches or so and that it would be nice to get them moved to that location. Selectman Fullerton said that the strips are more than annoying since people are losing sleep and said he would like to see the data that backs up the State's claim of reduced accidents. He said they could also cause a driver to overcorrect if they hit them which could cause an accident. Roger Racette reviewed the steps he has taken requesting the removal of the strips with the State of NH to no avail. Brett Cherrington feels that the new rumble strips are very aggressive and said if they must have them, they should be off the white line and not as deep so that the sound isn't as loud. Selectman Bailey feels they are annoying and causing uneasiness in town and since they've been removed in other communities, they should be removed in Hillsborough as well. Discussion took place with regard to sending a letter to the State of NH since correspondence to Ronald Grandmaison has been fruitless, and including sending a copy to the state legislators. Selectman Bailey moved to write a letter to NHDOT for the removal of the rumble strips in Hillsborough. Roger Racette suggested it be sent to Victoria Sheehan. Motion was seconded by Chairman Urquhart. A vote was taken. Motion passed unanimously. Ms. Buono will write the letter and have the Selectmen sign it at the next meeting.

Downtown Parking – Planning Director Robyn Payson met with the Selectmen to review the final parking suggestions with regard to the municipal parking lots. Mrs. Payson reviewed the Hillsborough Parking Utilization study that was done last year and said there are 250 parking spots in the downtown area. She said that during the study, the municipal lots never reached 40% utilization so they are dealing with the perception that there isn't enough parking. Mrs. Payson said the EDC has been working with Central NH Regional Planning (CNHRPC) and have been working on signage, a

memorandum of understanding to present to the church, and have also looked at uses of lots as far as permit parking. A map was used to show the Selectmen where 2 hour parking signs would be added as well as new direction signs to the lots. There is also the Depot Street parking that has been discussed to place some traffic calming measures in the future. There was a question as to whether or not the entrance into Sausage Source's lot is a right of way. Mrs. Payson said everything she has seen indicates that it is town owned. She said the biggest change is the recommendation of the uses of a couple of the municipal lots since some are being used for 24 hour parking. In order to keep the parking fluid in the center, that needs to be addressed. Ms. Buono explained a recommendation for permit parking for the lot across from the fire station as well as the row of parking spots in the fire station lot that run along Myrtle Street which are for public parking. This has been discussed in order to free up the municipal spots that are by Valley Bible Church. The lots could be used during the day by anyone but only by permit owners from 5:00 p.m. – 8:00 a.m. and the permits could be sold for \$25 per year. Ms. Buono said in order to try and manage the lots and to give downtown tenants areas to park, this plan was drawn up. The police department will enforce the 2 hour parking as well as the permit parking when necessary. Selectman Fullerton asked if there will be permit parking signs. Ms. Buono said they will have signs that reflect the permit parking hours. Selectman Bailey said he would like to see all municipal downtown lots available for overnight permit parking and two hour parking during the day. This would allow the owners of the buildings to know where their tenants can park even if they have to purchase permits. Enforcement situations were briefly discussed and it was agreed that there will be incidents that come up that they will have to deal with including employee parking. Ms. Buono said the money for the signs (\$805) has been budgeted for in the EDC budget and they just need the thumbs up from the Selectmen to move forward with the plan. Ms. Buono said the Board should talk about the permits and then set a meeting with the property owners to advise them of such. Selectman Bailey moved to put forth the sign implementation that was presented. Selectman Bailey said the annual fee is the way to go. Selectman Fullerton asked what the purpose of the fee is. Ms. Buono said they are municipal lots and we're providing a service to allow overnight parking. Selectman Bailey said it allows us to control the lots. Ms. Buono said the fees would cover the printing of the permits since you'd want a different color each year. Selectman Bailey said he would check into the Town of Pembroke since they manage a municipal lot there. Motion was seconded by Chairman Urquhart. A vote was taken. Motion passed unanimously. Ms. Buono said while they were working on this, they noticed a little glitch in the parking ordinance. Mrs. Payson will make the changes that were voted on tonight and bring it before the Selectmen for approval in the future.

Woods Woolen Mill – Mrs. Payson discussed the most recent Phase I assessment of the land that was done on the Woods Woolen Mill site as part of the comprehensive economic development strategy and we were the top rated project in the region and it's a high priority. Basically the results are that there is a high release of petroleum and metals in the soils which are hazardous to the public if the soil is disturbed. Sanborn and Head is the company doing the assessment and reporting. Mrs. Payson said the site needs to be fenced off all around the site and it needs to be done by a company who deals with this type of soil. She said right now it would not be a good idea for people to walk down there and kick up soil. Chairman Urquhart asked if we have signs down there. Ms. Buono said the Town has had signs right along but the buildings still get broken into and the area is still open. She said the Department of Resources and Economic Development has the old railroad bed that runs between the buildings and she is waiting to receive permission from them to cross their property with the fencing. She said the fencing at the top of the road needs to be repaired but they need to add fencing to what is there. The boiler house is open because it was broken into but she said she cannot allow the highway department to go down there and board it up. Ms. Buono said there is a fencing company from Massachusetts that handle these types of projects and they are obtaining a price from them. Selectman Bailey said he thought the cleanup already took place. Mrs. Payson said that was only a partial cleanup and said at that time, the soil readings may not have been as accurate and with the reclamation that was done there could have been some cross contamination. Selectman Bailey feels if something wasn't done correctly the first time, then perhaps federal money should be received to fix that since the

plan was to put a park there. This was briefly discussed. Ms. Buono said Mrs. Payson is also looking into whether or not the abutters have a legal right of way through the land or just verbal permission. Ms. Buono said the positive thing that comes out of this is that the engineers are looking for any source of funding and because of the report we may qualify for some emergency funding through EPA if it's available. Chairman Urquhart asked what the Board can do. Mrs. Payson said they need permission to purchase the fence once the pricing comes in. Selectman Fullerton moved to proceed with the fencing pricing. Chairman Urquhart seconded the motion. A vote was taken. Motion passed unanimously.

2017 Budget – Ms. Buono said the 2017 budget is shaping up nicely and asked the Selectmen if they would like to schedule at least two budget work sessions outside of regular Selectmen's Meetings in order to meet with the larger department heads. The Selectmen felt that was a good idea and scheduled meetings on December 8th and 15th for that purpose.

School Modular Units - Ms. Buono said she was contacted by the business administrator at the SAU with regard to the modular classroom units that they are disposing of and asked whether or not the Town wanted them. Ms. Buono asked the Selectmen if the Board had any desire to own these units for any purpose. Selectman Fullerton said both Chief Stafford and Luke Levesque expressed some interest in them; one to use for the fire truck restoration project and the other for storage at the Transfer Station. Selectman Bailey explained that the units have been modified by adding a hallway and feels the cost to move them would outweigh the benefit and feels they shouldn't be moved. Chairman Urquhart thanked the school for the offer but the Board decided not to accept it.

ZBA Appointment – Roger Racette, Chairman of the ZBA said he was contacted by Dana Brien who expressed interest in being appointed to the ZBA since there is an opening. Mr. Racette said John Segedy would also like to be reappointed. He said he doesn't know Dana Brien and would defer to the Selectmen to make an appointment that they see fit. Selectman Bailey moved to appoint Dana Brien to the ZBA for a three year term. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

Grimes Field Security Cameras – The Selectmen reviewed updated quotes for security cameras to be placed at Grimes Field. Selectman Bailey said they looked at what they had down there and set priorities as to what they wanted now. He said the initial reason for cameras was to take care of vandalism and it has done that but these would give the police department more capability to identify individuals and vehicles. The various features were discussed such as license plate recognition, expansion capabilities, spot zoom, etc. Selectman Bailey said the less expensive system will be much better than what is there now and offers spot zoon and license plate recognition and would recommend they go with that system. He said we will have to reactivate the internet at the field as well. Chairman Urquhart moved to accept the proposal from Arcomm Communications in the amount of \$4,989.56. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

3. LIAISON REPORTS

Planning Board – Selectman Bailey said Walmart came before the Planning Board for a design change and it was approved and went smoothly.

4. MANIFEST MOTION

Chairman Urquhart moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 10856 - 10993 a/k/a Vouchers 44, 44A, 44B, 45, 46 & 47 in the amount of \$289,169.30 (includes 233 direct deposit stubs) and Accounts Payable Check numbers 15334 - 15490

a/k/a Voucher 39, 40 & 41 in the amount of \$1,135,250.14. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

** A/P Checks include payment to HDSD in the amount of \$768,072.30

5. CONSENT AGENDA

Chairman Urquhart moved to approve the consent agenda for November 22, 2016. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Property Lien Discharge – Map 11K Lot 73
- Intents to Cut – Map 5 Lots 34 & 61; Map 110 Lot 152; Map 6 Lot 3
- Pole License – Mary Rowe Drive
- Elderly Exemption – Map 11F Lot 17

6. APPROVAL OF MINUTES

Selectman Bailey moved to approve the meeting minutes of November 1, 2016 as written. Motion was seconded by Selectman Fullerton. A vote was taken. Motion passed unanimously.

7. NONPUBLIC SESSION

Chairman Urquhart moved to go into nonpublic session at 7:30 p.m. under RSA 91A:3II (c) reputation. Motion was seconded by Selectman Fullerton. A roll call vote was taken. Chairman Urquhart – yes; Selectman Bailey – yes; Selectman Fullerton - yes. Motion passed unanimously.

In attendance: Chairman Urquhart, Selectman Bailey, Selectman Fullerton, Town Administrator Laura Buono, Mr. Guy Heckman

Mr. Heckman discussed a parcel of land that he owns which is in danger of being taken for tax deeding. He said the parcel that is located on Park Street may be beneficial due to water issues that had taken place in the past but have been remediated with landscaping that he did. If the Selectmen are interested in the property, he would deed it to us so that there wouldn't be an issue with the title in the future. The Selectmen will take this under advisement and speak with Bill Goss about it. They will let Mr. Heckman know what they decide moving forward.

Selectman Fullerton moved to come out of nonpublic session at 8:29 p.m. Motion was seconded by Chairman Urquhart. A roll call vote was taken. Chairman Urquhart – yes; Selectman Bailey – yes; Selectman Fullerton - yes. Motion passed unanimously.

8. ADJOURNMENT

Chairman Urquhart moved to adjourn at 8:35 p.m. Motion was seconded by Selectman Fullerton. 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