

Board of Selectmen
Meeting Minutes
November 24, 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 6:05 p.m.

In Attendance: Dana Brien, Luke Levesque, Angela Christiansen, John Segedy.

1. OPEN SESSION

Angela Christiansen – Ms. Christiansen said she had forwarded information about her taxes to Ms. Buono and wasn't sure if the Selectmen wanted to discuss it with her. It was suggested that Ms. Buono take a look at all the information and correspond with Ms. Christiansen with regard to it.

2. 2016 BUDGET PRESENTATIONS

General Assistance & SAC – Dana Brien presented the budget for General Assistance (welfare) as well as the Senior Advisory Committee. The administration portion of the General Assistance budget increased by approximately 40% which was mainly due to the addition of health and dental insurance benefits. The direct assistance portion reflected a decrease of 15%. The SAC requested to increase their budget from \$5,000 to \$6,000.

Transfer Station – Luke Levesque presented the Transfer Station budget to the Selectmen and touched on the state of recycling. There were changes to various line items in the budget ending in the final result of the bottom line increasing by 4%. Within that, a piece of equipment was paid off and one of the part-time positions will be changed to full time position status to allow for more dependable scheduling of labor.

3. LIASON REPORTS

Parks Board – Chairman Brien-Baker discussed various items that came up with the Parks Board. She reported that the new bathroom is being placed out to bid this week and that the building inspector put the specs together. At the last meeting there were individuals that came in and requested upgrades to the skateboard park. A mission statement was also discussed and the budget was reviewed. Chairman Brien-Baker said they talked about and decided to put off the purchase of a truck for another year. Selectman Bailey said he didn't think the current vehicle would pass inspection which is why there has been discussion for a couple of years about replacing it. Ms. Buono said she had not heard that information but will check with the town's mechanic about it. Chairman Brien-Baker said Don Decowski is resigning at the end of December and suggested that once she is no longer on the Board, perhaps Selectman Bailey would like to be the ex-officio since he has some experience which would be beneficial to the new members.

Economic Development – Selectman Urquhart reported that the EDC met on November 17th briefly and discussed Family Dollar and an Old Fashion Christmas. They will be meeting on December 10th with Central NH Regional Planning Commission to go over the downtown study.

Planning Board – Selectman Bailey said the Planning Board met with Family Dollar about drainage concerns and said the Town Engineer agreed that it was better. Selectman Bailey said he’s not sure it will work but time will tell. There are other issues between Family Dollar and the Plaza that the Town isn’t involved in.

4. OTHER BUSINESS

Hazard Mitigation Committee – Ms. Buono read from a list of names (based on departments/committees) that she asked the Selectmen to appoint to the Hazard Mitigation Committee. Ms. Buono said some individuals have not yet confirmed their availability for the committee however, even if they answer questions or do various work outside of the meetings, they will still be included in the “in kind” match for the grant. Committee members are: Kenny Stafford; David Roarick; Billy Goss; Laura Buono; Robyn Payson; Peter Brigham; Dana Brien; Herm Wiegelman; Scott Murdough; Don Decowski; Roland Bovio; Bob Hasset; Zane Merva (or an ELVD representative); Brett Cherrington (or a Conservation Commission representative); Iris Campbell (Cemetery Trustee); Luke Levesque. Chairman Brien-Baker moved to appoint the members as read. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

Pavilion Rental Policy – Chairman Brien-Baker gave the Selectmen a policy drafted by the Parks Board which addresses the rental of the pavilion at Manahan Park. She reviewed that the drive behind this is so that Hillsborough and Deering residents are able to have priority and reserve the pavilion. She said there isn’t any “rental” fee but there is a security deposit which is returned once the event is over. Selectman Bailey said he thinks it’s a good policy and feels they should get revenue from out of town folks who want to use it for various events. He feels they could get a good amount if someone wants to hold a wedding there. Various other items were discussed such as what department would administer the policy, liability waiver wording, being able to limit reservations to residents, etc. Chairman Brien-Baker said she expects the policy will continue to evolve. The Selectmen agreed there will more than likely be changes but felt the policy was good to begin with. Chairman Brien-Baker moved to accept the policy as written. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Selectmen’s Report – Chairman Brien-Baker asked if the other Board members had any changes to the Selectmen’s Report that she emailed to them that is to be included in the 2015 Town Report. Both Selectman Urquhart and Selectman Bailey said they thought it was well done and had no changes to make. Chairman Brien-Baker will forward the report to Nancy Torres.

NHMA Conference – Ms. Buono reported that she and the town office staff attended the NHMA Conference last Thursday and Friday. She stated there were several informative sessions that everyone attended and there were plenty of good networking experiences for the staff.

5. MANIFEST MOTION

Chairman Brien-Baker moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 9324 - 9373 a/k/a Vouchers 47 & 48 in the amount of \$139,344.11 (includes 123 direct deposit stubs) and Accounts Payable Check numbers 13138 - 13205 a/k/a Vouchers 44 in the amount of \$97,088.43. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

6. APPROVAL OF MINUTES

Selectman Bailey moved to approve the meeting minutes of November 10, 2015 as written. Motion was seconded by Chairman Brien-Baker. A vote was taken. Motion passed unanimously.

7. CONSENT AGENDA

Chairman Brien-Baker moved to approve the consent agenda for November 23, 2015. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Tax Warrant in the amount of \$4,511.82
- Four 2nd Issue Property Tax Abatements (Office Error) totaling \$7,823.17
- Intent to Cut – Map 8 Lot 88
- Yield Tax Levy in the amount of \$2,410.14

8. ADJOURNMENT

Chairman Brien-Baker moved to adjourn at 7:45 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: _____

Wendy Brien-Baker, Chairman

Alan Urquhart, Selectman

James Bailey III, Selectman