

Board of Selectmen
Meeting Minutes
December 16, 2014

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

Chairman Fullerton opened the meeting at 6:30 p.m. and asked for all in attendance to stand for the Pledge of Allegiance.

In Attendance: Billy Goss, Luke Levesque.

1. OPEN SESSION

There was no public comment.

2. SELECTMEN BUSINESS

Highway and Transfer Station Budgets – The Selectmen met with both Billy Goss and Luke Levesque and went over their 2015 proposed budgets. The Highway Department will be asking for a new truck this year which will be a separate warrant article. Mr. Goss also mentioned that he and Laura Buono have discussed bringing forward a new capital reserve fund for Highway Equipment so that money can be placed in the fund each year to help in purchasing necessary equipment (including trucks, etc.) for the department when needed. Ms. Buono said this helps in keeping the tax rate as level as possible throughout the years. Ms. Buono also stated that one piece of highway equipment was paid off in 2014 so she is hoping that the new truck purchase will be approximately the same annual payment so that we won't notice an increase on that. With regard to the Transfer Station, Mr. Levesque said he will also be bringing forward a warrant article for roll off containers. The co-op has issued checks to the municipalities in 2014 with more coming in 2015 and Mr. Levesque would like to use some of that money to purchase these containers. Ms. Buono said the warrant article will have a zero tax impact since the money to fund the purchase will come from the general fund balance which is where the revenue from the co-op has been deposited.

Zoning Board of Adjustment – Ms. Buono said that she is almost done with the Motion for Rehearing to the Zoning Board with regard to the Manning Case. Ms. Buono said that she will check with the Planning Director to see if she is able to sign the paperwork or if the Chairman has to sign it. Ms. Buono said she would keep the Selectmen informed as to the date of the meeting.

Emergency Management – Selectman Urquhart asked Ms. Buono if she looked into mailing out the emergency management information that became available this year. Ms. Buono said it would be cost prohibitive at this point because the format is such that they would have to be placed in envelopes to be mailed out. They will make the brochures available at Town Meeting and the information is on the website. Ms. Buono mentioned that she, along with the Fire Chief and Emergency Management Director, as well as a couple of other members of the Fire Department attended a WebEOC training this month. This system enables us to communicate with the State during an emergency and allows us to keep the necessary notes/documentation throughout a disaster. Selectman Urquhart said that it would be nice to have the EM trailer parked outside the voting and town meeting in March.

Concord Regional Solid Waste Resource Recovery Cooperative – Ms. Buono said the CRSW/RRC sent the appointment paper for Hillsborough's representatives. Luke Levesque has been serving as the

alternate but currently we don't have a full member. Selectman Brien-Baker moved to appoint Luke Levesque as the alternate. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

Phone System – Ms. Buono said she has been working with TDS to upgrade the phone system in the Town Hall and connected departments. There is a current promotional deal whereas the phones can be purchased for a net price of \$25 each versus the \$188 each that they typically cost. The IP phone system will replace the outdated and unsupported system that we currently have and will be an overall savings since long distance is included and we will be getting rid of our centrex lines. Selectman Urquhart moved to authorize Laura Buono to move forward with the new phone system. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

Parks and Recreation – Ms. Buono presented the Selectmen with the Parks Board requests to the Trustees of the Trust Funds for 2014 & 2015 money for projects. The Selectmen signed the requests.

Selectmen's Meeting Nights – Selectman Urquhart asked if the Board would be willing to move the Selectmen's Meeting nights on a temporary basis. He said he has medical appointments on Tuesday's that make it difficult to participate in long meetings on Tuesday evenings. After a brief discussion, it was agreed that beginning in February, the Selectmen will meet on the 2nd & 4th Thursdays of the month @ 6:30 p.m. Ms. Buono will communicate with the Conservation Commission about moving their nights during that time.

Assessing Contract – Ms. Buono presented the annual assessing contract from M & N Assessing for the 2015 services. Selectman Brien-Baker moved to hire M & N Assessing for the 2015 year. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

3. LIAISON REPORTS

Hillsborough Historical Society - Selectman Brien-Baker reported on the Hillsborough Historical Society Meeting that she attended. At the meeting, they spoke about the stairway and the lu/la lift in order to make the second floor accessible to the public. Selectman Brien-Baker said they would like to hopefully open it up for senior events in the future and community activities. The Society has been looking into grants as well. The stairs that will be put in soon will be going into the tower that the old fire hose was in because the stairs that are there are only considered a fire escape. The cost of the stair project is approximately \$65,000. Selectman Brien-Baker said the lu/la lift cost is approximately \$125,000 and they have looked into a USDA 30 year loan but it would have to be a warrant article. She said the Historical Society is willing to fund the \$65,000 project with grants and fundraising but they would like to see a warrant article for the elevator. Selectman Brien-Baker told Jane Butler that she would have to work with Laura Buono with regard to what would be needed for a warrant article.

4. MANIFEST MOTION

Chairman Fullerton moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 7861 - 7922 a/k/a Vouchers 50 & 51 in the amount of \$145,158.31 (includes 123 direct deposit stubs) and Accounts Payable Check numbers 10940 - 11001 a/k/a Voucher 36 in the amount of \$63,436.29. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

5. CONSENT AGENDA

Chairman Fullerton moved to approve the Consent Agenda for December 16, 2014. Motion was seconded by Selectman Brien-Baker. A vote was taken. Motion passed unanimously.

- Veterans' Exemption – Map 7 Lot 13

6. ADJOURNMENT

Selectman Urquhart moved to adjourn at 8:15 p.m. Motion was seconded by Selectman Brien-Baker. 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