

Board of Selectmen  
Meeting Minutes  
December 8, 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: Billy Goss, Peter Brigham, Doris Beane, John Segedy, Michael Pon.

**1. OPEN SESSION**

There was no public comment during open session.

**2. 2016 BUDGET PRESENTATIONS**

Youth Service & Recreation – Peter Brigham presented the Youth Services and Recreation budgets. Since there were different accounts set up in the Manahan budget during 2015 to track the various expenses, Mr. Brigham reviewed those with the Selectmen. The Manahan Park improvements include a new metal roof on the bathrooms, painting the beach house, repair the handicap ramp, replace the double lifeguard chair, new faucets in the bathrooms (touch faucets to save money), texture paint for the pavilion floor, removal of dead trees, and permanent moorings for the docks. Mr. Brigham presented a flat budget for Youth Services. The Selectmen also reviewed a comparison between 2014 & 2015 campers that Chairman Brien-Baker put together.

Highway Department – Billy Goss presented the Highway Department Budget for 2016. The budget in itself is pretty straight forward and Ms. Buono said the large increase in the Equipment Leases line item is for the truck that was purchased in 2015. The initial payment was through the warrant article and the payments now are within the budget. The sidewalk Maintenance line item was eliminated and a capital reserve fund for sidewalk maintenance will be started so that money can be placed in it to maintain and build sidewalks in town. Mr. Goss mentioned that he has an opportunity to purchase a used bulldozer from the government for a cost of \$3,500. The equipment has a value of about \$72,000 and there is only 108 hours of use on it. Mr. Goss said he's going to spend more than \$3,500 to rent a bulldozer next year so he would like to get on the list to see if Hillsborough will be awarded the purchase. The Selectmen agreed.

Parks Board – Chairman Brien-Baker reviewed the Parks Budget with the Selectmen. Within the budget there are increases to electricity to provide for the new bathrooms that will be built at Grimes Field as well as an increase in the water line. The line item for "Park Maintenance" was reduced and a capital reserve fund will be started up for Park Maintenance and Upgrades since there are various projects that need to be done such as tennis court, skateboard park and basketball court repairs. The camera system at Grimes Field will also be replaced with an upgraded system. Selectman Bailey said he met with the building inspector with regard to the bathroom specs for Grimes Field. He said there were a few things on the plans that he didn't agree with such as windows and hot water. Selectman Bailey feels the plans are over engineered and they may want to scale them back before starting the project.

### **3. OTHER BUSINESS**

Land Sales – Ms. Buono reported that the money from the sale of land in the ELVD area.

Economic Development Website – Laura Buono said that the Economic Development website and portal is coming along and should be up and running in January. Ms. Buono said we are looking for some photos to use on the site. Chairman Brien-Baker said there should be some on the computer she used to have when she worked for the town.

Hillsborough Center Preservation Fund – Ms. Buono said a request came in via Doug Hatfield from the son of Janet Withington and stepson of Jim Bouchard to be allowed to establish a fund with the Trustees of Trust Funds for the Hillsborough Center Preservation Fund. Ms. Buono said we have already received a couple of checks as donations for this fund since there was a request for donations within the couple's obituary. The fund paperwork will be sent to Town Counsel for review prior to the Selectmen signing.

Town Offices – Ms. Buono said the inside of the town offices (downstairs) will be painted over the winter months.

### **4. MANIFEST MOTION**

Chairman Brien-Baker moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 9374 - 9425 a/k/a Vouchers 49, 49A & 50 in the amount of \$151,140.35(includes 136 direct deposit stubs) and Accounts Payable Check numbers 13206 - 13280 a/k/a Voucher 45 in the amount of \$1,428,061.82. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

\*\* A/P Checks include payment to HDSD in the amount of \$717,830.98 and Hillsborough County in the amount of \$600,834.00.

### **5. APPROVAL OF MINUTES**

Chairman Brien-Baker moved to approve the meeting minutes of November 24, 2015 as written. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

### **6. CONSENT AGENDA**

Chairman Brien-Baker moved to approve the consent agenda for December 8, 2015. Motion was seconded by Selectman Bailey. A vote was taken. Motion passed unanimously.

- Lien Discharge (Chairman only) - Map 12 Lot 67-23
- Intents to Cut - Map 11L Lot 314; Map 1 Lot 9
- 2015 Equalization Certificate
- Discretionary Preservation Easement Deed – Hammond
- Veterans Exemptions & Tax Credits – Map 11J Lot 129; Map 26 Lot 86-5
- Disabled Exemptions - Map 19 Lot 15; Map 11J Lot 129; Map 14 Lot 537
- Elderly Exemption – Map 11L Lot 316

**7. NONPUBLIC SESSION**

Chairman Brien-Baker moved to go into nonpublic session at 8:15 p.m. under RSA 91A:3II (a) personnel. 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.

Selectman Bailey moved to come out of nonpublic session at 9:20 p.m. Motion was seconded by Chairman Brien-Baker. 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 and restrict the minutes of the nonpublic. Motion was seconded by Selectman Urquhart. A vote was taken. Motion passed unanimously.

**8. ADJOURNMENT**

Chairman Brien-Baker moved to adjourn at 9:22 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: \_\_\_\_\_

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Wendy Brien-Baker, Chairman

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Alan Urquhart, Selectman

\_\_\_\_\_  
James Bailey III, Selectman